

2014/15

Performance Report Baviaans Municipality



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PARTICIPATION FOR DEVELOPMENT

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1. BAVIAANS MUNICIPALITY'S PERFORMANCE 2014/15

1.1 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) 2014/15

SDBIP

2014/15

4th Quarter (30 June 2015)

CAPITAL PROJECTS

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	Mar-15	Jun-15	
KEY PERFORMANCE AREA 2: INFRASTRUCTURE DEVELOPMENT											
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Water	Sustainable water supply	Upgrading of bulk water supply in Steytlerville	100% of RBIG and DTI allocation spend by June 2015	Ward 2	S00780161	R30 424 821.58 (RBIG & Dti)	Target: 20% Actual: 30%	Target: 50% Actual: 60%	Target: 95% Actual: 75% Reason: Project will be completed by 30 June 2015	Target: Spend 100% of amount allocated. Actual: 100% of funding was spent. Phase III of the projects is completed	Project will be completed by 30 June 2015
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Electricity	Electricity supply to all inhabitants of the Baviaans	Install high mast lights in Rietbron by 30 June 2015	1 high mast light by end 4th quarter	Ward 4	S00740031	R421 062.63 MIG	Target: 0 Actual: 0	Target: 0 Actual: 0	Target: 0 Actual: Contractor appointed. MDL	Target: Install one high mast light in Rietbron Actual: High mast light installed	MDL appointed.
		New electricity connections in Steytlerville infill housing by 30/6/15	27 connections by end 3rd quarter	Ward 2	S00740021	R150 000 DOE	Target: 0 Actual: 0	Target: 0 Actual: 0	Target: 27 Actual: Contractor appointed and current busy with project.	Target: Ensure that all 27 connections are done Actual: 27 connections completed	MDL appointed. Nearly finished with project
		Replacement of transformer at main intake substation at Steytlerville by 30/6/15	100% of grant funding spent by end of 3rd quarter	Ward 2	S00740021	R750 000 DOE	Target: 0 Actual: 0	Target: 0 Actual: 0	Target: 0% Actual: Reason: Remedial Action:	<i>This project to be re-prioritise and replace with reticulation of Down Housing</i>	<i>This project to be re-prioritise and replace with reticulation of Down Housing</i>

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	Mar-15	Jun-15	
KEY PERFORMANCE AREA 2: INFRASTRUCTURE DEVELOPMENT											
Supply sustainable basic infrastructure to all inhabitants of Baviaans: <i>Electricity</i>	Electricity supply to all inhabitants of the Baviaans	Flood lights for dark areas in townships by 30 June 2015	5 flood lights - one each in Golden Valley, Volstruis Valley, 373, Mandela Square, Down Housing and Saaimanshoe k	Ward's 1,2,3	10074327	R53 100 BM (operational budget)	Target: 1 Actual: 1 flood line installed at Down	Target: 1 Actual: 0 Reason: Remedial Action:	Target: 1 Actual: Order issues on 12/3 for four flood lights for Willowmore	Target: 2 Actual: Two flood lights installed at 373 and Down Housing site. Reason: 4 flood lights not installed . Supplier could not deliver in time. Order cancelled. Remedial Action: Will be erected in 15/16.	Order number issued
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Municipal Assets	Upgrade municipal assets	Upgrading of Sports ground facilities; Willowmore, Steytlerville & Rietbron by 30 June 2015	100% of grant funding spend	Ward 1,2,4	S10500131	R2 179 561.40 MIG	Target: 5% Actual: 9.204%	Target: 25% Actual: 9.204% Reason: Another contractor to be appointed. Remedial Action:	Target: 50% Actual: 40% Reason: Project will be completed by 30 June 2015.	Target: 100% spending of funds allocated and 100% completion of project Actual: Both WM and SV cricket pitches completed	Minutes of site meetings and proof of payment certificates
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Housing	Provide houses for needy people in Baviaans	Built 85 houses in the Down area by 30 June 2015	85 houses by end of 4th quarter	Ward 3	S10820051	R134 978 spent out of operational budget	Target: 0 Actual: 0	Target: 0 Actual: 0 Reason: Remedial Action:	Target: 10 Actual: Reason: Remedial Action:	The target will not be reached due to problems with contractor appointed. Dept of Housing will continue with this project. Legal Advice obtained to assist BM.	The target will not be reached due to problems with contractor appointed. Dept of Housing will continue with this project. Legal Advice obtained to assist BM.

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 2: INFRASTRUCTURE DEVELOPMENT											
Supply sustainable basic infrastructure to all inhabitants of Baviaans: <i>Streets & Storm Water</i>	Improve conditions of internal streets and roads in Willowmore & Steytlerville	Quality streets and storm water drainage in Willowmore & Steytlerville : upgraded by 30 June 2015.	1 km of road completed by end of 4th quarter	Wards 1,2,3,4	WM: S10500081 SV: S10500071	WM: R2 133 903.51 SV: R2 133 903.51 MIG	Target: 0 Actual: 0	Target: 0 Actual: 0	Target: 0 Actual: Reason: Remedial Action:	Target: 1 km paved in WM and 1 km in Steytlerville Actual: Budget spend 100% and paving of 2 km in total completed	The 1km road are completed (Willowmore and Steytlerville)
Supply sustainable basic infrastructure to all inhabitants of Baviaans: <i>Refuse removal and management of dumping sites</i>	Legal compliance of all dumping sites	Upgrade Steytlerville landfill site by 30 June 2015	100% of grant funding spend	Ward 2	S00480021	R62 000	Target: 0% Actual: 0	Target: 10% Actual: 0 Reason: Awaiting ROD from DEDEA	Target: 55% Actual: No progress. Reason: ROD not received.	Target: 100% completion of project Actual: Project could not be completed. ROD not received from department. Remedial Action. Keep on contacting department to try to obtain ROD.	Report to Council
Supply sustainable basic infrastructure to all inhabitants of Baviaans: <i>Sanitation</i>	Provide sanitation of an acceptable standard to all communities	Upgrade sewerage network in Manenza Square, Rietbron by 30 June 2015	100% of grant funding spent	Ward 4	S00780171	R1 318 703 MIG	Target: 0 Actual: 0 Reason: Remedial Action:	Target: 50% Actual: 0 Reason: Contractor not appointed yet. Remedial Action:	Target: 75% Actual: Contractor appointed. 31% completed. Will be completed by 30 June 2015	Target: 100% spending of allocated budget and 100% completion of the project as documented Actual: Project 100% completed and 100% of budget spend.	Contractor appointed. Busy on site

OPERATIONAL PROJECTS

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 2: INFRASTRUCTURE DEVELOPMENT											
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Municipal Assets	Encourage efficient usage of municipal assets	Demolish of building at the swimming pool in Willowmore by 30 June 2015	1 demolished building	Ward 1 10050324	10022312	R10 000 BM	Target: 0 Actual: 0	Target: 1 Actual: 0 Reason: quotations must still be obtained from service providers. Remedial Action:	Target: 0 Actual: 10% completed Reason: Lack of funding Remedial Action: Project will not be completed during this financial year	Target: 0 Actual: Project 50% completed Reason: Lack of funding Remedial Action: Will source funding in new financial year.	Only 10% completed. Lack of funds to complete project before 30/6/15.
		Community Hall for Lovemore in Willowmore by 30 June 2015	Move 1 pre-fab house from Down area to Lovemore area	Ward 3	10022312	R15 000 BM	Target: 0 Actual: 0	Target: 100% Actual: 0 Reason: The building in dilapidated stage Remedial Action: Cannot be removed	Target: 0 Actual: 0 Reason: Impossible to move building	Target: 0 Actual: Building could not be removed Reason: Old pre-fab building in bad condition Remedial Action: No remedial action to could be taken.	Investigations done. Building cannot be removed from current site. In dilapidated stage.
Repair & Maintenance	Maintain & Repair all assets of Baviaans Municipality	Effective vehicle management system by 30 June 2015	Well maintained vehicles		10050339	R297 960 BM	Target: Quarterly reports to council on maintenance done Actual: Report submitted to council on 28 August 2014, book 3 page 41 of TSM report	Target: Quarterly reports to council on maintenance done Actual: Report to council meeting	Target: Quarterly reports to council on maintenance done Actual: Report will be tabled on 29/4/15	Target: Quarterly reports to council on maintenance done Actual: Report to council	Report to Council

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 4: FINANCIAL VIABILITY											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Improve financial systems and controls	Ensure effective Grap compliant asset register implemented by 30 June 2015	A complete and up to date GRAP compliant asset register	-	-	No Budget	Target: Asset register reconcile to General Ledger Actual: General Ledger reconciled.	Target: Asset register reconcile to General Ledger Actual: GL reconciled	Target: Asset register reconcile to General Ledger Actual: General Ledger reconciled	Target: Asset register reconcile to General Ledger Actual: General Ledger reconciled	Signed reconciliation s and assets management report for the quarter
		Adhere to requirements of reporting to National Treasury with timeframes by 30 June 2015	All reporting in terms of NT requirements are done within the required timeframes			No Budget	Target: 3 x Sec 71 reports, 1 x Sec 52 report, quarterly reports as required submitted on time Actual: All reports submitted on time	Target: 3 x Sec 71 reports, 1 x Sec 52 report, quarterly reports as required submitted on time Actual: All reports submitted on time	Target: 3 x Sec 71 reports, 1 x Sec 52 report, quarterly reports as required and 1 Adj budget submitted on time Actual: All reports submitted on time	Target: 3 x Sec 71 reports, 1 x Sec 52 report, quarterly reports as required, 1 x draft budget and 1 x final budget submitted on time Actual: All reports submitted on time	Document control sheet signed by mayor for Sec 71 report/ Council minutes for Sec 52 report

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 4: FINANCIAL VIABILITY											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Improve financial systems and controls	Implement National treasury Regulations Circular No 68 - fruitless, irregular and wasteful expenditure BY 30 June 2015	Adhere to all procedures in terms of NT circular 68			No Budget	Target: Quarterly report on fruitless, wasteful or unauthorised expenditure to Council for decision making Actual: Quarterly report submitted	Target: Quarterly report on fruitless, wasteful or unauthorised expenditure to Council for decision making Actual: Quarterly report submitted	Target: Quarterly report on fruitless, wasteful or unauthorised expenditure to Council for decision making Actual: Quarterly report submitted	Target: Quarterly report on fruitless, wasteful or unauthorised expenditure to Council for decision making Actual: Quarterly report submitted	Council minutes available
		Improve Financial info Systems (IT) by 30 June 2015	All required modules of financial reporting system implemented and functional			MSIG : R934 000	Target: Service level agreement signed and needs analysis done Actual: SLA signed, SCM module implemented, bank recon module implemented and asset module started with.	Target: Implement all identified modules Actual: SCM Implemented, Bank recon implemented, Assets in progress - awaiting final audited figures before project can continue	Target: All modules tested and functional Actual: All modules tested. All modules live except assets module Reason: take on of balances and training only completed in March 2015 Remedial Action: Module to go life June 2015	Target: Project completed Actual: All modules implemented	Service level agreement

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 4: FINANCIAL VIABILITY											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Improve revenue collection	Effective execution of indigent policy 14/15	Annual update of indigents for 2014/15 recorded by 31 July 2014 and monthly updates there after			No Budget	Target: Approved list of indigents for 2014/15 recorded and implemented by 31 July 2014 and thereafter each month Actual: List complete and tabled to council. Monthly meetings with steering committee.	Target:3 x monthly updates of indigents approved by council and implemented Actual: 2 meetings with steering committee -no further applications to be processed Reason: no further applications to be processed by the time that staff went on leave in December	Target:3 x monthly updates of indigents approved by council and implemented Actual: Two meetings held Reason: No meeting in January Remedial Action: 3 meetings to be held in 4th quarter	Target: Monthly updates of indigents approved by council and implemented Actual: Meetings held 29/4/15 and 24/6/15. Minutes available in POE	Council minutes and minutes of Indigent Steering Committee
		Increase payment rate by 30 June 2015	100% payment rate payment rate (total money received from debtors over accounts sent out) by 30 June 2015			No Budget	Target: average payment rate 70% Actual: 77.06%	Target: Average payment rate 85% Actual: 84.12% Reason: Collection on property rates not as required Remedial Action: Debtors handed over for legal action	Target: Average payment rate 95% Actual: 87.91% Reason: Collection on property rates not as required. Remedial Action: Debtors handed over for legal action	Target: Average payment rate 100% Actual: 88.93% Reason: Collection on property rates not as required Remedial Action: Debtors handed over for legal action and debt recovery	Sec 71 report with indication of collection rate available

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 4: FINANCIAL VIABILITY											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Improve revenue collection	Effective control over collection of property rates by 30 June 2015	Ensure 100% recovery of property rates by 30 June 2015			No Budget	Target: Average payment rate 50% Actual: 68.82%	Target: Average payment rate 65% Actual: 51.87% Reason: Disputes with farmers Remedial Action: Council resolved to allow attorney to summons debtors	Target: Average payment rate 80% Actual: 58.61% Reason: Residential rates collection not as required Remedial Action: List of all outstanding rates obtained. Debtors to be handed over for collection	Target: Average payment rate 100% Actual: 63.29% Reason: Problems experienced mainly with farmers not wanting to pay their rates account Remedial Action: Farmers handed over to debt collection company	Sec 71 report with indication of collection rate available
		Recon-ciliation of all municipal accounts by 30 June 2015	Ensure the correctness of all accounts we send out: addresses, status of account holder etc.				Target: Quarterly reports to council on reconciliations done Actual: Revco assisting with this but no report to council. Reason: Remedial Action:	Target: Quarterly reports to council on reconciliations done Actual: Report to Council in January 2015	Target: Quarterly reports to council on reconciliations done Actual: Quarterly report submitted Reason: Remedial Action:	Target: Quarterly reports to council on reconciliations done Actual: Quarterly report submitted	Report to council
		Write-off of irrecoverable debt by 30 June 2015	Table report to council on once-off writing off of irrecoverable debt			No Budget	Target: n/a Actual: n/a for this quarter	Target: Identify all irrecoverable debt and motivate write off to council Actual: Report to council	Target: All approved write offs recorded on financial system Actual: All write offs captured on system	Target: n/a Actual: irrecoverable debt submitted to council for consideration of write off - write off done	Council minutes

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 4: FINANCIAL VIABILITY											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Improve revenue collection	Increase additional municipal income to 100% by 30 June 2015	Ensure 100% pay over of all state subsidies and grants as gazetted within timeframes			No Budget	Target: 100% of all grants as per payment schedule received Actual: All grants received	Target: 100% of all grants as per payment schedule received Actual: All grants received	Target: 100% of all grants as per payment schedule received Actual: All grants received	Target: 100% of all grants as per payment schedule received Actual: All grants received	Payment schedule available with proof of receipts in general ledger
	Keep expenditure under control	Ensure effective spending of municipal funds : no overspending	No over spending of the approved Budget & Source of Funding			No Budget	Target: No overspending Actual: No overspending on total budget. Overspending on YTD budget for grants & subsidies due to subsidies on rates recorded for the full year and over expenditure on bulk electricity due to seasonal fluctuations on consumption	Target: No overspending Actual: No overspending on total budget. Overspending on YTD budget for Employee cost due to bonuses paid in Nov and overspending on Grants & Subsidies paid due to more subsidies paid than anticipated	Target: No overspending Actual: No overspending on total budget. A few votes needs corrections which was done in April	Target: No overspending Actual: Overspending on audit fees only Reason: Audit fees more than anticipated Remedial Action: Council to approve over expenditure	Section 71 indicates year to date actual vs. budget
		Prepare quarterly Supply Chain Management Reports	Table quarterly reports to council					Target: Quarterly SCM reports to council Actual: Tabled to council	Target: Quarterly SCM reports to council Actual: Tabled to council	Target: Quarterly SCM reports to council Actual: Report tabled to Council	Target: Quarterly SCM reports to council Actual: Report tabled to Council

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 4: FINANCIAL VIABILITY											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Effective implementation of Internship programme in Finance Department by 30 June 2015	Ensure that five interns appointed in the Finance Department by 30 June 2015	Total of five interns appointed			R408 000 - FMG funds	Target: 5 interns appointed Actual: 3 interns appointed Reason: Difficulties experienced in finding suitable candidates. Remedial Action: More CV's requested	Target: 2 Actual: 5 interns appointed	Target: n/a Project complete	Target: n/a	Appointment letters available

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 5: GOOD GOVERNANCE & PUBLIC PARTICIPATION											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Improve cash flow problems	Execute MEC(DLPGTA) task team recommendations to improve cash flow problems by 30 June 2015.	Execution of recommendations made by MEC Task team			No Budget	Target: Quarterly reports to council on execution of recommendations made Actual: No report. Reason: No meetings with Task Team Remedial Action: Meeting with Cogta on 1 October 2014 to discuss problems in Baviaans and to request strengthening of task team.	Target: Quarterly reports to council on execution of recommendations made Actual: No report Reason: No meeting with task team Remedial Action: Meeting held with COGTA on 1/10/2014	Target: Quarterly reports to council on execution of recommendations made Actual: No report Reason: No meeting held Remedial Action: Regular follow up done to enquire on status	Target: Quarterly reports to council on execution of recommendations made Actual: No report Reason: No meeting held Remedial Action: Regular follow up done to enquire on status	No meeting was held with task team. Meeting was held with COGTA on 1 Oct 14 to discuss problems in Baviaans. Mayor, MM and managers attended
	Improve status of Audit Report	Improve outcome of AG report: Execute action plan to address previous findings by 31 December 2014	At least unqualified audit report for 14/15			No Budget	Target: All audit findings for 13/14 addressed in terms of audit action plan Actual: Audit report not released yet. Action plan to be developed once audit report released.	Target: n/a Actual: Unqualified audit opinion for 13/14. Action plan developed to address audit findings	Target: n/a Actual: Reason: Remedial Action:	Target: Unqualified audit report Actual: Audit not completed yet Reason: Audit will only be done between Aug & Oct	Action plan approved with annual report. Audit report available
	Oversight (MPAC)	Quarterly MPAC meetings to assist with oversight function	Arrange quarterly MPAC meetings			No Budget	Target: Table minutes of MPAC meeting to council Actual: No MPAC meeting during 1st quarter. Reason: No reports referred by council to MPAC Remedial Action:	Target: Table minutes of MPAC meeting to council Actual: One MPAC meeting held in December. Minutes tabled.	Target: Table minutes of MPAC meeting to council Actual: MPAC minutes tabled to council	Target: Table minutes of MPAC meeting to council Actual: MPAC minutes tabled to council	MPAC minutes tabled to council

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 5: GOOD GOVERNANCE & PUBLIC PARTICIPATION											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Audit Committee	Quarterly Audit Committee meetings to assist with oversight function	Arrange quarterly Audit Committee meetings				Target: Table minutes of Audit Committee meeting to council Actual: Minutes to council meeting on 27.11.14.	Target: Table minutes of Audit Committee meeting to council Actual: Minutes to Council: 10 Dec. 2014	Target: Table minutes of Audit Committee meeting to council Actual: Table minutes on 29/4/15.	Target: Table minutes of Audit Committee meeting to council Actual: Minutes tabled to council	Audit Committee meeting took place. Minutes tabled 29/5/15
	Sound corporate administration	Execute council resolutions end of each quarter	Keep register of council resolutions to be executed on a quarterly basis			No Budget	Target: Table report to council - Updated register with execution dates Actual. Register available.	Target: Table report to council - Updated register with execution dates *Register compiled *Awaiting final responses from Management * Report to Council - Feb. 2015	Target: Table report to council - Updated register with execution dates Actual: Table minutes on 29/4/15.	Target: Table report to council - Updated register with execution dates Actual: Register tabled to council	Register updated. Will be tabled 29/4/15

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 5: GOOD GOVERNANCE & PUBLIC PARTICIPATION						DEVELOPMENT PRIORITY 3: GOOD GOVERNANCE & PUBLIC PARTICIPATION					
Working towards the creation of a stable, capacitated personnel-corps geared to increased service delivery and good performance in service delivery	Improve customer care: control complaints	Ensure effective customer care in all areas by 30 June 2015.	No more than 5% un-addressed complaints on a quarterly basis			No Budget	Target: Table Help Desk reports to council Actual: Report prepared and tabled to council meeting 27/11/14	Target: Table Help Desk reports to council Actual: Will be tabled at next council meeting	Target: Table Help Desk reports to council Actual: Tabled at council meeting 29 April 15	Target: Table Help Desk reports to council Actual: Reports to be tabled at next ordinary council meeting. Complaints > 5% Reason: No stock received from supplier to do maintenance to geysers Remedial Action: Approached supplier to meet. No result. See all correspondence in POE	Annexure A : 4th Q : 4.59% normal complaints while 6.41% of the complaints are related to lack of stock to repair geysers complaints. No stock are received from supplier. POE my report to council
	Performance management	Customer care survey done internally or externally by 30 June 2015	Lobby for funds at DPLGTA to do customer care survey in all four area				Target: Lobby for funds: DPLGTA Actual: Not done Remedial Action: Correspondence send to Mr Mini for financial assistance.	Target: Lobby for funds: DPLGTA Actual: No response from DPLG regarding financial assistance	Target: Lobby for funds by DPLGTA Actual: Funding requested from Mr Mini	Target: Table Customer Care survey to council Actual: No funding could be obtained. Did CCS internally. Results in POE	Annexure B : Mr Simphiwe Mini were emailed to ask assistance. A follow-up were done - no assistance from DPLGTA. We did CCS ourselves. POE in file

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 5: GOOD GOVERNANCE & PUBLIC PARTICIPATION						DEVELOPMENT PRIORITY 3: GOOD GOVERNANCE & PUBLIC PARTICIPATION					
Working towards the creation of a stable, capacitated personnel-corps geared to increased service delivery and good performance in service delivery		Quarterly evaluation of lower level staff to ensure more effective staff	All lower level staff must be evaluated on a quarterly basis.			No Budget	Target: Table a report every quarter to council with summary of lower staff evaluations. Actual: Will be tabled at council meeting 10/12/14	Target: Table a report every quarter to council with summary of lower staff evaluations. Actual: Report will be tabled at next council meeting	Target: Table a report every quarter to council with summary of lower staff evaluations. Actual: Report tabled on 29 April 2015	Target: Table a report every quarter to council with summary of lower staff evaluations. Actual. Report on lower level staff will be tabled at next ordinary council meeting. All staff evaluated except some staff in Technical Services Department. Reason: Still a challenges to do electronic evaluations on automated system. New system implemented. Remedial Action: New appointed TSM will assist in completion of evaluations on automated system	Annexure C : Report on lower level staff POE in file
	Local Labour Forum	Effective bi-monthly Local Labour forum	Arrange for bi-monthly local labour forum meetings			No Budget	Target: Table Bi-monthly meeting minutes to council. POE in file Actual: Minutes of LLF to council on 27/11/14	Target: Table Bi-monthly meeting minutes to council. POE in file Minutes to Council 27 Nov. 2014	Target: Table Bi-monthly meeting minutes to council. POE in file Actual: Minutes to be tabled 29/5/14	Target: Table Bi-monthly meeting minutes to council. POE in file Actual: Minutes of LLF's tabled to council	LLF meetings held.
All areas of development in the municipal area must be thoroughly planned	Well planned documents for development areas in the municipality	Review SDF by 30 June 2015 to include the DMA area and the Baviaanskloof Hartland	Approved SDF document			R335 844 Dept of Rural Development	Actual: Vision & Mission adopted. 1st draft status quo report finalised	Target: Table draft to the next council meeting (January 15)	Target: Draft to council meeting end March 15 Reason: Draft tabled in adopted	Target: 1 approved document Actual: Final SDF adopted on 28 May 2015. Project completed	POE - Final document available. Council minutes of March and May in POE. Annexure N

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 5 GOOD GOVERNANCE & PUBLIC PARTICIPATION						DEVELOPMENT PRIORITY 3: GOOD GOVERNANCE & PUBLIC PARTICIPATION					
All areas of development in the municipal area must be thoroughly planned	Improve internal and external control and communication by 30 June 2015	Execute Communication Action Plan by end of each quarter	Improve internal communication		1008220	R140 000 MSIG grant	Target: Table Communication Action Plan quarterly to council Actual: Tabled on 27/11/14	Target: Table Communication Action Plan quarterly to council Actual: Report tabled at council meeting	Target: Table Communication Action Plan quarterly to council Actual: Tabled at council meeting 29 April 2015	Target: Table Communication Action Plan quarterly to council Actual: CAP will be tabled at next ordinary council.	Annexure D: Action Plan tabled - POE in council minutes
	Community participation structures to help identify community needs	Quarterly ward committee meetings	Organise meetings with ward committee members in all four areas	Ward 1,2,3,4	10008220	R16 000 MSIG grant	Target: Table minutes of ward committee meetings quarterly to council Actual: Tabled on 27/11/14	Target: Table minutes of ward committee meetings quarterly to council Actual: tabled at council meeting	Target: Table minutes of ward committee meetings quarterly to council Actual: Tabled 29 April 2015	Target: Table minutes of ward committee meetings quarterly to council Actual: Meetings held in 4th Q. Minutes will be tabled at next ordinary council meeting	Ward committee meetings and CBP took place during Feb 2015. Minutes available
Proud citizens that contribute to the development of their town/s	Better educated communities	Equip libraries with qualified staff, books & other necessities	Audit Library needs and develop business plan before 31/12/14	Ward 1,2,3,4	10038056	BM: R1080 145 (including salaries) DSRAC: R300 000 subsidy R100 000 allocated for books & equipment	Target: Table business plan on library needs to council Actual: Done. R300 000 received from DSRAC.	Target: Quarterly report to council on new equipment and books bought for libraries Actual: Report tabled at council meeting	Target: Quarterly report to council on new equipment and books bought for libraries Actual: Report tabled on 29/4/15	Target: Quarterly report to council on new equipment and books bought for libraries Actual: All funding spend	Annexure F : Proof of library expenses in POE file

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 1: MUNICIPAL INSTITUTIONAL DEVELOPMENT & TRANSFORMATION											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service	Improve control of municipal assets	Ensure that contracts for the use of municipal property are in place by 30 June 2015	Compile file with list of all signed lease agreements			No budget	Target: Quarterly reports to council : summary of property and usage thereof Actual: Had meetings with commonages users in Rietbron. Await signed contracts	Target: Quarterly reports to council : summary of property and usage thereof Actual: Report to Council 27 Nov. 2014.	Target: Quarterly reports to council : summary of property and usage thereof Actual: Cell C agreement will be tabled to council 29/5/15	Target: Quarterly reports to council : summary of property and usage thereof Actual: All contracts including Cell C tabled	Cell C agreement tabled
Working towards the creation of a stable capacitated personnel corps geared to increase service delivery and good performance in service delivery	An effective customised organisational structure with trained and skilled personnel	Number of personnel benefitting from municipal training programmes (Work Skills Plan) by 30 June 2015	Train at least 30 personnel members for 14/15 to benefit from Work Skills Plan		10006050	R30 000 BM	Target: Quarterly reports to council on people trained Actual: Report on people trained to council on 27/11/14	Target: Quarterly reports to council on people trained Actual: Report to Council 27 Nov. 2014.	Target: Quarterly reports to council on people trained Actual: Updated report tabled to council 29/5/15	Target: Quarterly reports to council on people trained Actual: Report to next council meeting	Updated report tabled

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 1: MUNICIPAL INSTITUTIONAL DEVELOPMENT & TRANSFORMATION											
Working towards the creation of a stable capacitated personnel corps geared to increase service delivery and good performance in service delivery	An effective customised organisational structure with trained and skilled personnel	Execute Employment Equity Plan by end of each quarter	Review & execute employment equity plan			No budget	Target: Table Action Plan to council Actual: Equity Plan reviewed	Target: Table Action Plan to Council Actual: Report to Council 27 Nov. 2014.	Target: Table Action Plan to council Actual: Letter of approval of report received from Dept of Labour was submitted to council on 5/3/15.	Target: Table Action Plan to council Actual: Project completed	Report approved by Dept of Labour
	Compliant HR administrative system	Employment files to adhere to legal requirements by 30 June 2015	Contents of all personnel files (including job descriptions) adhere to required compliance			No budget	Target: Ensure compliance to regulations - personnel files. Actual: Job Descriptions outdated. Job Evaluation Committee established by district municipality to attend to evaluation of all posts. Reason: Remedial Action:	Target: Ensure compliance to regulations - personnel files. Actual: Problem was discussed with MFIP advisor for assistance.	Target: Ensure compliance to regulations - personnel files. Actual: Files in place for all new appointments	Target: Ensure compliance to regulations - personnel files. Actual: All files updated	All files in place

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 1: MUNICIPAL INSTITUTIONAL DEVELOPMENT & TRANSFORMATION											
Working towards the creation of a stable capacitated personnel corps geared to increase service delivery and good performance in service delivery	Compliant HR administrative system	Cost effective & disciplined staff by 30 June 2015	Record keeping of all disciplinary hearings			No budget	Target: Quarterly report on disciplinary actions taken to council Actual: Register updated until 30/9/14 - no hearings	Target: Quarterly report on disciplinary actions taken to council Actual: Report to Council 27 Nov. 2014	Target: Quarterly report on disciplinary actions taken to council Actual: No actions taken	Target: Quarterly report on disciplinary actions taken to council Actual: No actions taken	No actions taken

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 3 LOCAL ECONOMIC DEVELOPMENT											
The youth of Baviaans are actively integrated and contribute to community development	Promote self development	Number of individuals benefitting from computer training by 30 June 2015	Train at least 60 x students to benefit from basic computer training by 30 June 2015	Ward 1,2,3,4	10012116	R0 BM	Target: Table quarterly report to council on students trained Actual: Report prepared and tabled to council on 27/11/14 (46 people started training 1/7/14)	Target: Table quarterly report to council on students trained Actual: Report tabled at council meeting - people from the first quarter only finished training during the 2nd quarter.	Target: Table quarterly report to council on students trained Actual: 15 students busy with computer training	Target: Table quarterly report to council on students trained Actual: 15 students who started their training in 3rd quarter completed their training in 4th quarter	Annexure G : 15 people in 3rd quarter busy with computer training. 15 completed their training. Attendance registers available as POE in file
SMME's are provided with mandated municipal support that facilitates their growth and success	Promote opportunity for local job creation (SMME development)	Business plan for development of Steytlerville crafters by 30 June 2015	Implement business plan	Ward 2	10011046	R250 000 CDM	Target: Table quarterly report to council on progress made Actual: Business Plan developed and tabled. Report to council on 27/11/14 on progress made. Orders issued remedial Action:	Target: Table quarterly report to council on progress made Actual: Progress report tabled at council meeting	Target: Table quarterly report to council on progress made Actual: Progress report to council on 29 April 2015	Target: Table quarterly report to council on progress made Actual: Final report tabled at council meeting in Aug.	Annexure H ; POE in file
A pleasurable tourist experience	Promote local tourism	Execution of Tourism Plan & yearly review of action plan by 30 June 2015	Quarterly monitoring by council on implementati on of Tourism Action Plan.	Ward 1,2,3,4	<u>Website</u> 10011040; <u>W/Shops</u> 10011038; <u>Road signs</u> 10011039; <u>Sundry:</u> 10011037; <u>Marketing</u> 10011041; <u>Product Dev</u> 10011044	R140 000 BM	Target: Quarterly tourism action plan to council for oversight Actual: Tourism report prepared and tabled to council on 27/11/14	Target: Quarterly tourism action plan to council for oversight Actual: Report will be tabled at next council meeting	Target: Quarterly tourism action plan to council for oversight Actual: Report to council on 29 April 2015	Target: Quarterly tourism action plan to council for oversight Actual: Report will be tabled in Aug to council	Annexure I : Tourism Action plan and minutes of council will ne proof of evidence
Enhance LED in Baviaans	Promote local economic development	Execution of LED Plan & yearly review of action plan by 30 June 2015	Quarterly monitoring by council on implementati on of LED Action Plan by 30 June 2015.	Ward 1,2,3,4	10013059	R5 000 BM	Target: Quarterly LED action plan to council for oversight Actual: LED report to council on 27/11/14.	Target: Quarterly LED action plan to council for oversight Actual: Report tabled at council meeting	Target: Quarterly LED action plan to council for oversight Actual: Tabled at council meeting 29 April 15	Target: Quarterly LED action plan to council for oversight Actual: Report will be tabled in Aug to council	Annexure J : LED Action plan and minutes will form part of evidence

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 3: LOCAL ECONOMIC DEVELOPMENT											
Address high unemployment rate	Job creation / Poverty alleviation	EPWP labour intensive programme to address high unemployment rate by 30 June 2015	Effective implementation of EPWP labour incentive conditional grant by 30/9/14	Ward 1,2,3,4	10050301	R1 390 000 DPW	Target: Quarterly reports to council - number of people employed Actual: 488	Target: Quarterly reports to council - number of people employed Actual: 518 people appointed	Target: Quarterly reports to council - number of people employed Actual: 450 people appointed	Target: Quarterly reports to council - number of people employed Actual: 450 people appointed	POE Report to Council on people appointed - Annexure O
		Sakha Sizwe labour programme to address high unemployment rate by 30 June 2015	Implement programme & lobby to increase number of people in the Sakha Sizwe programme	Ward 1,2,3,4		DPW	Target: Quarterly reports to council : Number of people employed Actual: 201	Target: Quarterly reports to council : Number of people employed Actual: 201	Target: Quarterly reports to council : Number of people employed Actual: 254	Target: Quarterly reports to council : Number of people employed Actual: 254 people appointed	POE Report to Council on people appointed - Annexure P
		To be a co-partner in the Rural Development Plan for Rietbron by 30 June 2015	Yearly report to council on progress made	Ward 4		No budget	Target: Yearly report to council on progress made. Actual: Had meeting during September 2014. Minutes to council on 27/11/14.	Target: 0	Target: Yearly report to council on progress made. Actual: Had meeting during 3rd quarter	Target: Report to council Actual: Final report tabled to council on progress made during 14/15.	Annexure K : Proof minutes in POE file

1.2 SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN (SDBIP) 2014/15 – OPERATING & CAPITAL BUDGET

BAVIAANS MUNICIPALITY - OPERATING INCOME AND EXPENDITURE FOR THE YEAR ENDING 30 JUNE 2015

		2014/2015 Medium Term Revenue & Expenditure Framework							
Vote Number	Description	Budget year 2014/2015	Adjustment Budget	Actual Q1	Actual Q2	Actual Q3	Actual Q4	Annual Total	Annual Difference %
	OPERATING REVENUE								
	PROPERTY RATES	4,376,515.00	4,376,515.00	4,363,087.95	4,398,774.83	4,383,203.24	4,372,947.52	4,372,947.52	99.92
500	Property Rates	4,376,515.00	4,376,515.00	4,363,087.95	4,398,774.83	4,383,203.24	4,372,947.52	4,372,947.52	99.92
			-						
	PENALTIES IMPOSED AND COLLECTION CHARGES ON RATES	0.00	0.00	0.00	0.00	0.00			0.00
			-						
	SERVICES CHARGES	19,999,655.00	19,939,468.00	4,688,543.41	9,379,975.29	14,280,146.46	19,677,497.38	19,677,497.38	98.69
705	AVAILABILITY CHARGES	55,000.00	73,200.00	16,670.28	35,527.68	54,385.08	72,886.68	72,886.68	99.57
707	WATER SALES	3,828,636.00	3,700,000.00	784,860.02	1,692,827.53	2,832,630.84	3,721,958.53	3,721,958.53	100.59
708	ELECTRICITY SALES	1,833,216.00	1,833,216.00	446,960.04	864,289.23	1,335,930.63	1,736,291.98	1,736,291.98	94.71
709	PRE PAID ELECTRICITY	8,157,811.00	8,157,811.20	2,234,592.98	4,080,492.62	5,659,833.11	8,225,741.77	8,225,741.77	100.83
710	ELECTRICITY BULK SALES	1,100,000.00	998,000.00	94,397.34	184,587.14	623,517.59	862,035.42	862,035.42	86.38
716	REFUSE REMOVAL	2,768,223.00	2,768,224.80	614,668.41	1,362,154.88	2,043,693.08	2,723,258.89	2,723,258.89	98.38
719	SEWERAGE LEVIES	1,991,616.00	1,991,616.00	456,223.42	955,090.05	1,424,973.87	1,915,640.04	1,915,640.04	96.19
566	BUCKETS	8,703.00	2,400.00	(4,814.31)	(4,257.71)	(3,650.51)	202.60	202.60	8.44
656	SEWERAGE TANKS	256,450.00	415,000.00	44,985.23	209,263.87	308,832.77	419,481.47	419,481.47	101.08

	RENT OF FACILITIES AND EQUIPMENT	42,570.00	178,650.00	69,961.21	132,231.61	141,031.11	199,248.76	199,248.76	111.53
588	RENTAL ASSETS	22,000.00	400.00	8,477.02	17,743.00	18,773.02	18,846.97	18,846.97	4,711.74
636	RENTAL OF FACILITIES	1,760.00	150,000.00	55,246.82	106,871.24	107,046.68	160,463.26	160,463.26	106.98
668	HALL RENTAL	18,700.00	26,000.00	5,457.37	6,657.37	12,648.42	16,830.02	16,830.02	64.73
670	SPORT GROUND	110.00	2,250.00	780.00	960.00	2,562.99	2,897.99	2,897.99	128.80
724	EQUIPMENT	-	-	-	-	-	210.52	210.52	-
			-						
	INTEREST EARNED - EXTERNAL INVESTMENTS	88,000.00	110,000.00	10,241.74	30,926.19	54,684.10	201,670.98	201,670.98	183.34
652	INTEREST ON INVESTMENTS	88,000.00	110,000.00	10,241.74	30,926.19	54,684.10	201,670.98	201,670.98	183.34
	INTEREST EARNED - OUTSTANDING DEBTORS	372,900.00	481,705.00	108,034.71	240,854.61	378,876.89	507,290.13	507,290.13	105.31
644	INTEREST EARNED OUTSTANDING DEBTOR	246,400.00	301,875.00	73,226.92	150,937.67	237,205.95	318,177.80	318,177.80	105.40
648	INTEREST ON PROPERTY RATES	126,500.00	179,830.00	34,807.79	89,916.94	141,670.94	189,112.33	189,112.33	105.16
			-						
	FINES	10,000.00	2,000.00	500.00	500.00	800.00	800.00	800.00	40.00
			-						
700	TRAFFIC FINES	10,000.00	2,000.00	500.00	500.00	800.00	800.00	800.00	40.00
			-						
	LICENSES & PERMITS	643,511.00	756,270.00	199,702.58	378,136.20	565,932.13	745,655.80	745,655.80	98.60
607	Learners Licenses	61,974.00	130,460.00	33,544.70	65,230.97	101,507.27	131,367.78	131,367.78	100.70
608	Drivers Licenses	581,537.00	625,810.00	166,157.88	312,905.23	464,424.86	614,288.02	614,288.02	98.16
			-						

	INCOME FOR AGENCY SERVICES	782,280.00	687,000.00	232,636.96	228,496.35	461,198.08	544,211.93	544,211.93	79.22
			-						
613	Commission agency services	782,280.00	687,000.00	232,636.96	228,496.35	461,198.08	544,211.93	544,211.93	79.22
	GRANTS & SUBSIDIES RECEIVED - Operating	25,819,000.00	27,519,000.00	9,772,000.00	17,566,000.00	22,735,000.00	29,010,750.96	29,010,750.96	105.42
567	FINANCE MANAGEMENT GRANT	1,600,000.00	1,600,000.00	1,600,000.00	1,600,000.00	1,600,000.00	1,600,000.00	1,600,000.00	100.00
676	PMU UNIT	494,000.00	494,000.00	-	-	-	494,110.90	494,110.90	100.02
570	MSIG	934,000.00	934,000.00	934,000.00	934,000.00	934,000.00	934,000.00	934,000.00	100.00
682	SUBSIDIES CACADU	620,000.00	620,000.00	-	250,000.00	250,000.00	556,748.80	556,748.80	89.80
681	SUBSIDIES LIBRARY	300,000.00	300,000.00	-	300,000.00	300,000.00	300,000.00	300,000.00	100.00
734	EPWP	1,390,000.00	1,390,000.00	556,000.00	973,000.00	1,390,000.00	1,390,000.00	1,390,000.00	100.00
594	EQUITABLE SHARE	20,481,000.00	20,481,000.00	6,682,000.00	13,509,000.00	18,261,000.00	20,481,000.00	20,481,000.00	100.00
820	1% SUBSIDY ON AUDIT FEES	-	1,700,000.00	-	-	-	3,254,891.26	3,254,891.26	191.46
			-						
	GRANTS & SUBSIDIES RECEIVED - CAPITAL	42,539,736.00	44,797,524.78	0.00	0.00	0.00	40,625,572.42	40,625,572.42	90.69
829	MIG	9,404,000.00	9,404,000.00	-	-	-	9,403,889.09	9,403,889.09	100.00
826	RBIG	20,000,000.00	32,031,756.00	-	-	-	27,944,976.71	27,944,976.71	87.24
833	DTI	2,830,780.00	2,326,790.00	-	-	-	2,326,789.91	2,326,789.91	100.00
834	Department of Housing Local Govern - Down Housing	9,404,956.00	134,978.78	-	-	-	49,916.71	49,916.71	36.98
	DME	900,000.00	900,000.00	-	-	-	900,000.00	900,000.00	100.00

	OTHER OPERATING REVENUE	309,759.00	311,246.85	90,968.71	182,617.72	277,442.51	378,053.99	378,053.99	121.46
508	Connection & Reconnection Fees	36,100.00	37,820.00	8,993.92	18,236.60	39,574.11	52,908.85	52,908.85	139.90
516	CEMETRY FEES	11,000.00	11,000.00	3,377.96	6,036.77	9,955.57	13,092.12	13,092.12	119.02
536	BUILDING FEES	12,000.00	3,100.00	118.90	3,061.74	3,508.23	6,807.17	6,807.17	219.59
560	SUNDRY INCOME	62,761.00	103,276.85	40,776.34	69,691.36	85,709.15	113,197.21	113,197.21	109.61
561	COMMISSION	27,500.00	27,500.00	6,035.89	12,207.91	16,900.00	24,236.98	24,236.98	88.13
562	Membership Fees	80,000.00	54,000.00	16,250.00	42,964.55	54,298.55	60,548.85	60,548.85	112.13
565	Slingby map	5,000.00	5,000.00	-	2,482.42	2,482.42	2,482.42	2,482.42	49.65
568	PHOTOSTATS	990.00	6,000.00	246.49	1,872.80	3,022.94	3,024.70	3,024.70	50.41
601	DISCONNECTION FEES	550.00	550.00	94.92	189.84	237.30	379.68	379.68	69.03
612	NEW SERVICE CONNECTIONS	11,000.00	5,500.00	2,995.34	3,042.80	9,221.79	9,693.54	9,693.54	176.25
616	SUB DIVISION FEES	5,800.00	-	-	-	-	-	-	-
715	SETA claims	30,000.00	30,000.00	-	7,889.33	25,135.08	36,303.36	36,303.36	121.01
720	VALUATION FEES	21,200.00	26,000.00	7,483.51	13,713.53	26,169.30	28,405.42	28,405.42	109.25
721	Application fee consent use	250.00	-	-	-	-			-
722	Consent Use	1,750.00	-	-	-	-			-
723	Encroachment	3,000.00	-	-	-	-			-
724	RENTAL OF EQUIPMENT		-	-	-	-			-
736	LETTER OF DEMANDS	110.00	-	-	-	-			-
738	SUMMONS	110.00	-	-	-	-			-
637	POUND FEES	638.00	1,500.00	-	1,228.07	1,228.07	26,973.69	26,973.69	1,798.25
575	TRANS BAV BOOKINGS		-	4,595.44	-	-	-	-	-
			-						

	GAIN ON DISPOSAL OF PPE	0.00	100,000.00	67,076.80	100,291.72	100,607.51	71,569.08	71,569.08	71.57
800	PROFIT ON SALE	0.00	100,000.00	67,076.80	100,291.72	100,607.51	71,569.08	71,569.08	71.57
			-						
	TOTAL OPERATING REVENUE GENERATED	94,983,926.00	99,259,379.63	19,602,754.07	32,638,804.52	43,378,922.03	96,335,268.95	96,335,268.95	97.05
	OPERATING EXPENDITURE								
	EMPLOYEE RELATED COSTS - WAGES & SALARIES	18,957,773.00	18,655,960.99	4,267,092.97	9,613,744.25	13,939,189.03	18,154,926.78	18,154,926.78	97.31
1	SALARIES	16,449,737.00	16,265,482.83	3,988,856.89	7,980,637.28	11,946,469.52	15,664,343.05	15,664,343.05	96.30
3	EPWP Wages		-	1,065.00	-	-			-
4	HOUSING SUBSIDY	31,914.00	37,775.40	8,587.44	17,474.88	26,420.48	34,931.16	34,931.16	92.47
6	TRAVELING ALLOWANCE	575,363.00	385,999.92	96,499.98	192,999.96	286,583.28	383,333.28	383,333.28	99.31
15	CELLPHONE ALLOWANCE	90,600.00	90,600.00	22,050.00	45,300.00	67,050.00	89,200.00	89,200.00	98.45
17	OVERTIME	461,415.00	483,242.39	94,295.95	174,067.72	303,525.42	483,305.46	483,305.46	100.01
19	OTHER ALLOWANCES	178,601.00	232,110.00	55,737.71	101,988.61	163,740.84	213,944.57	213,944.57	92.17
20	BONUSSE	1,113,720.00	1,079,573.84	-	1,079,482.08	1,109,387.04	1,115,084.91	1,115,084.91	103.29
21	LONG SERVICE AWARDS	56,423.00	102,913.61	-	21,793.72	36,012.45	116,197.66	116,197.66	112.91
390	Contribution to Long service award provision		33,723.00	-	-	-	33,723.00	33,723.00	100.00
391	Contribution to Post retirement medical aid prov		(130,860.00)	-	-	-	(130,860.00)	(130,860.00)	100.00
397	Contribution to Leave pay provision		75,400.00	-	-	-	151,723.69	151,723.69	201.23

	EMPLOYEE RELATED COSTS - SOCIAL CONTRIBUTIONS	3,242,599.00	3,434,002.92	808,010.50	1,645,156.16	2,501,204.39	3,319,707.07	3,319,707.07	96.67
7	GROUP LIFE	3,503.00	9,344.00	1,460.31	2,920.62	4,114.52	4,775.60	4,775.60	51.11
8	MEDICAL AID	810,165.00	839,830.33	199,576.92	399,153.84	616,941.96	825,280.10	825,280.10	98.27
9	SKILLS DEVELOPMENT	178,414.00	225,328.43	44,065.48	101,916.07	163,493.24	206,852.60	206,852.60	91.80
10	PENSION FUND	1,952,575.00	1,624,084.19	386,701.87	779,580.05	1,171,237.30	1,553,332.20	1,553,332.20	95.64
11	UNEMPLOYMENT FUND	143,585.00	142,366.09	33,634.64	70,844.84	104,503.55	136,020.15	136,020.15	95.54
12	INDUSTRIAL LEVY	8,375.00	8,956.88	1,979.76	3,986.64	5,986.74	7,959.72	7,959.72	88.87
14	PROVIDENT FUND		426,561.00	106,640.58	213,281.16	319,921.74	425,379.90	425,379.90	99.72
45	MEDICAL AID CONTR PENSIONERS	145,982.00	157,532.00	33,950.94	73,472.94	115,005.34	160,106.80	160,106.80	101.63
	REMUNERATION OF COUNCILLORS	1,755,255.00	1,768,337.37	422,008.02	844,016.04	1,266,466.86	1,752,269.94	1,752,269.94	99.09
86	COUNCILOR ALLOWANCES	1,571,811.00	1,571,811.37	372,876.42	745,752.84	1,118,629.26	1,554,857.94	1,554,857.94	98.92
89	MEDICAL AID CONTR: COUNCILLORS	12,168.00	25,250.00	6,312.60	12,625.20	19,380.60	26,136.00	26,136.00	103.51
91	CELL PHONE & 3G ALL: COUNCILLORS	171,276.00	171,276.00	42,819.00	85,638.00	128,457.00	171,276.00	171,276.00	100.00
	BAD DEBT	0.00	1,200,000.00	0.00	0.00	0.00	1,390,889.30	1,390,889.30	115.91
398	DEBT IMPAIRMENT	-	1,200,000.00	-	-	-	1,390,889.30	1,390,889.30	115.91
	DEPRECIATION & IMPAIRMENT LOSSES	15,600,000.00	16,000,000.00	0.00	0.00	0.00	16,223,593.32	16,223,593.32	101.40
			-						
905	DEPRECIATION	15,600,000.00	16,000,000.00	-	-	-	16,145,593.32	16,145,593.32	100.91
140	IMPAIRMENT LOSS	-	-	-	-	-	78,000.00	78,000.00	-

	INTEREST EXPENSE - EXTERNAL BORROWINGS	1,128,906.00	1,128,906.00	223,927.76	416,446.38	607,447.19	1,635,789.80	1,635,789.80	144.90
201	INTEREST PAID	1,128,906.00	1,128,906.00	223,927.76	416,446.38	607,447.19	1,635,789.80	1,635,789.80	144.90
	BULK PURCHASES	10,153,318.00	9,300,000.00	2,980,903.64	4,985,768.48	7,258,837.48	9,152,754.45	9,152,754.45	98.42
99	BULK PURCHASES ELECTRICITY	10,153,318.00	9,300,000.00	2,980,903.64	4,985,768.48	7,258,837.48	9,152,754.45	9,152,754.45	98.42
	REPAIRS AND MAINTENANCE - MUNICIPAL ASSETS	2,589,398.00	2,547,817.00	536,470.03	1,114,171.24	1,718,580.39	2,324,864.87	2,324,864.87	91.25
301	EPWP	1,390,000.00	1,395,480.00	390,446.07	771,129.41	1,119,917.13	1,395,478.14	1,395,478.14	100.00
306	NETWORK SANITATION	95,310.00	50,000.00	3,488.80	9,546.05	9,546.05	25,216.05	25,216.05	50.43
307	FENCING	57,500.00	25,000.00	-	-	-	20,640.00	20,640.00	82.56
309	TOOLS	50,000.00	44,520.00	2,101.38	8,613.92	10,918.64	22,662.92	22,662.92	50.91
310	ELECTRICITY NETWORK	125,000.00	129,240.00	43,086.10	51,029.15	109,306.90	124,583.07	124,583.07	96.40
311	WATER NETWORK	95,580.00	155,000.00	9,005.41	27,383.92	80,239.71	130,087.33	130,087.33	83.93
312	BUILDINGS	70,000.00	70,000.00	10,262.89	23,287.45	36,364.31	39,383.41	39,383.41	56.26
314	SPORT GROUNDS	30,000.00	30,000.00	494.96	3,063.30	6,647.74	6,647.74	6,647.74	22.16
318	FURNITURE AND EQUIPMENT	32,348.00	26,347.00	1,038.75	1,516.79	1,636.97	16,417.00	16,417.00	62.31
320	PARKS	-	5,310.00	-	-	-	-	-	-
324	STREETS	110,000.00	76,735.00	3,619.86	14,091.27	48,145.49	51,348.95	51,348.95	66.92
325	TV MAINTENANCE	22,000.00	22,000.00	17,500.00	17,500.00	17,551.50	17,551.50	17,551.50	79.78
327	STREET LIGHTS	53,100.00	58,860.00	5,961.15	15,869.84	29,231.24	58,860.08	58,860.08	100.00
333	EQUIPMENT	53,100.00	53,100.00	2,000.00	15,632.00	16,410.70	49,919.92	49,919.92	94.01
336	TRAFFIC SIGNS	55,000.00	55,000.00	13,400.00	13,400.00	13,728.95	17,196.53	17,196.53	31.27
339	VEHICLE MAINTENANCE	350,460.00	351,225.00	34,064.66	142,108.14	218,935.06	348,872.23	348,872.23	99.33

	GRANTS & SUBSIDIES PAID	5,284,823.00	6,696,486.80	2,195,027.90	3,730,951.89	4,854,299.75	6,673,605.95	6,673,605.95	99.66
221	FREE BASIC SERVICES	5,284,823.00	6,696,486.80	2,195,027.90	3,730,951.89	4,854,299.75	6,673,605.95	6,673,605.95	99.66
	GENERAL EXPENSES - OTHER	12,983,344.00	14,491,966.92	2,518,565.16	5,076,934.97	9,346,836.32	14,423,455.22	14,423,455.22	99.53
5	UNIFORM	90,000.00	90,000.00	-	3,073.88	3,074.13	82,297.14	82,297.14	91.44
23	WARD COMMITTEES	-	20,000.00	-	-	13,750.00	26,447.22	26,447.22	132.24
26	BRANDING AND ADVERTISING	5,000.00	2,845.00	-	-	-	-	-	-
28	COMMUNICATION	-	140,000.00	15,297.75	15,297.75	109,139.29	139,211.99	139,211.99	99.44
29	AGENCY COMMISSION	185,850.00	290,100.00	77,687.76	135,740.69	206,857.35	279,687.95	279,687.95	96.41
31	ROADS FORUM	15,930.00	-	-	-	-	-	-	-
34	SPORT	10,000.00	1,000.00	-	-	-	-	-	-
35	SMALL FARMERS (AGRICULTURAL)	10,000.00	-	-	-	-	-	-	-
37	SUNDRY TOURISM	20,000.00	11,655.00	1,836.63	7,140.95	10,517.06	11,655.25	11,655.25	100.00
38	WORKSHOPS	10,000.00	7,200.00	-	-	4,610.53	4,677.00	4,677.00	64.96
39	ROAD SIGNS	10,000.00	-	-	-	-	-	-	-
40	WEBSITE	20,000.00	19,000.00	-	-	18,900.00	18,900.00	18,900.00	99.47
41	MARKETING	40,000.00	45,000.00	4,157.46	30,457.46	30,457.46	43,256.69	43,256.69	96.13
44	PRODUCT DEVELOPMENT	40,000.00	40,000.00	-	2,000.00	32,000.00	40,000.00	40,000.00	100.00
46	CACADU GRANT TOURISM	324,561.00	320,011.40	-	49,809.00	81,244.28	290,264.89	290,264.89	90.70
48	ADVERTISEMENTS	37,170.00	48,925.00	1,006.15	1,006.15	41,678.85	47,924.47	47,924.47	97.95
49	TOWN PLANNING	10,620.00	-	-	-	-	-	-	-
50	TRAINING SKILLS DEVELOPMENT	30,000.00	7,375.00	-	-	-	5,800.00	5,800.00	78.64
51	SUBSISTENCE AND TRAVELLING	94,550.00	97,960.00	4,823.77	27,474.48	74,226.53	96,317.15	96,317.15	98.32
	GENERAL EXPENSES - OTHER	12,983,344.00	14,491,966.92	2,518,565.16	5,076,934.97	9,346,836.32	14,423,455.22	14,423,455.22	99.53

52	EPWP Contracts (own)	45,000.00	78,310.00	11,049.96	21,469.62	34,766.21	75,407.72	75,407.72	96.29
53	Consultancy Fees	50,000.00	30,000.00	-	25,877.19	25,877.19	25,877.19	25,877.19	86.26
54	BANK CHARGES	191,160.00	219,155.00	62,381.52	109,999.69	163,254.22	217,428.36	217,428.36	99.21
55	ANIMAL PROTECTION	16,000.00	-	-	-	-	-	-	-
56	LIBRARIES	100,000.00	129,500.00	1,705.90	4,054.40	8,922.72	122,742.29	122,742.29	94.78
57	COMMUNITY ASSISTANCE FUND	30,000.00	11,000.00	3,710.60	3,710.60	6,110.60	7,854.38	7,854.38	71.40
59	LED TRAINING	25,000.00	5,000.00	-	4,695.59	4,695.59	4,695.59	4,695.59	93.91
60	FUEL AND OIL	1,293,514.00	1,149,480.50	286,838.18	562,223.39	821,669.22	1,129,365.78	1,129,365.78	98.25
69	CHEMICALS	226,648.00	219,717.00	13,737.30	67,241.83	81,871.45	211,630.77	211,630.77	96.32
72	SUNDRY EXPENSES	5,000.00	490.00	-	-	485.71	485.71	485.71	99.12
78	PRINTING AND STATIONERY	513,242.00	462,653.17	90,778.84	201,445.46	315,418.02	424,313.63	424,313.63	91.71
80	RENTAL OF EQUIPMENT	244,260.00	348,235.00	74,693.44	158,938.02	243,796.46	692,863.46	692,863.46	198.96
81	SERVICES ELECTRICITY	1,210,680.00	1,291,025.00	348,538.56	589,400.78	985,045.56	1,217,327.29	1,217,327.29	94.29
82	FINANCE MANAGEMENT GRANT	1,589,965.00	1,512,770.00	736,557.05	989,297.29	1,268,019.60	1,406,749.52	1,406,749.52	92.99
84	MUNICIPAL SERVICES	420,345.00	603,589.38	151,436.59	290,971.64	520,697.16	714,110.14	714,110.14	118.31
114	CONSUMABLES	38,000.00	24,720.00	4,987.93	11,626.86	17,976.93	22,841.91	22,841.91	92.40
116	YOUTH DEVELOPMENT	25,000.00	-	-	-	-	-	-	-
121	FIRE FIGHTING	104,654.00	25,000.00	4,700.00	6,900.00	13,600.00	17,400.00	17,400.00	69.60
123	LICENCES	43,571.00	29,935.48	9,224.20	17,186.20	24,762.20	29,833.80	29,833.80	99.66
141	TRANSFER FEES	53,631.00	25,670.00	12,771.74	17,516.28	20,505.11	25,664.33	25,664.33	99.98
144	AUDIT FEES	1,133,405.00	1,822,400.00	(1,489,575.37)	(1,070,162.12)	434,531.45	2,167,983.10	2,167,983.10	118.96
145	INTERNAL AUDIT	700,000.00	153,000.00	434.21	934.21	50,003.52	152,904.00	152,904.00	99.94
150	POSTAGE	233,640.00	169,440.00	57,578.36	81,960.63	116,207.54	153,460.16	153,460.16	90.57
159	RADIO LICENCES								

		2,124.00	2,124.00	583.00	583.00	1,253.22	741.82	741.82	34.93
162	LEGAL FEES	100,000.00	263,665.00	19,945.00	26,708.00	72,088.66	263,663.60	263,663.60	100.00
183	TELEPHONE	582,808.00	584,092.99	145,943.21	282,539.31	412,634.43	556,259.00	556,259.00	95.23
195	INSURANCE	261,592.00	326,780.00	326,778.18	326,778.18	326,778.18	326,778.18	326,778.18	100.00
200	VALUATION OF PROPERTIES	-	160,000.00	-	-	56,694.90	154,666.43	154,666.43	96.67
202	REFUSE BAGS	150,000.00	150,000.00	8,400.00	16,800.00	33,600.00	95,217.12	95,217.12	63.48
204	WATER RESEACRH	47,790.00	52,000.00	17,346.17	23,429.42	19,926.15	42,214.79	42,214.79	81.18
205	PROFESSIONAL FEES	-	70,000.00	-	35,405.30	35,405.30	61,226.41	61,226.41	87.47
217	WORKMENS COMPENSATION	-	146,380.00	521,926.47	521,926.47	521,926.47	146,375.30	146,375.30	100.00
218	MEMBERSHIP FEES	400,000.00	500,000.00	-	-	-	500,000.00	500,000.00	100.00
219	SPECIAL PROJECTS	-	-	750.88	1,803.52	2,154.40	-	-	-
220	MSIG	826,670.00	806,270.00	565,571.91	882,827.66	844,991.60	823,398.50	823,398.50	102.12
222	FREE BASIC SERVICE REPAIRS	31,860.00	41,860.00	4,906.55	12,369.38	24,131.21	36,840.15	36,840.15	88.01
292	PROJECT MANAGEMENT UNIT	494,000.00	494,000.00	93,090.60	154,466.68	227,254.69	458,093.42	458,093.42	92.73
295	VEHICLE TRACKING EXPENSE	310,104.00	136,100.00	52,890.00	80,610.00	108,330.00	136,050.00	136,050.00	99.96
296	IT EXPENSE	530,000.00	1,200,000.00	274,074.66	343,400.13	874,995.17	1,242,735.13	1,242,735.13	103.56
68	BLUE DROP SAMPLING		64,533.00	-	-	-	-	-	-
70	GREEN DROP SAMPLING		42,000.00	-	-	-	-	-	-
368	MOVEMENT IN WATER STOCK	-	-				(9,124.51)	(9,124.51)	-
143	ACTUARIAL GAINS AND LOSSES	-	-	-	-	-	(319,059.00)	(319,059.00)	-
	TOTAL DIRECT OPERATING EXPENDITURE	71,695,416.00	75,223,478.00	13,952,005.98	27,427,189.41	41,492,861.41	75,051,856.70	75,051,856.70	99.77
	OPERATING SURPLUS	23,288,510.00	24,035,901.63	5,650,748.09	5,211,615.11	1,886,060.62	21,283,412.25	21,283,412.25	21.68

BAVIAANS MUNICIPALITY - CAPITAL EXPENDITURE FOR THE YEAR ENDING 30 JUNE 2015

750	CAPITAL BUDGET	40,686,592.14	41,849,524.95	6,215,710.80	11,354,145.26	25,592,746.57	36,293,732.26	36,293,732.26	86.72
550500055	Streets and stormwater Willowmore	1,767,807.02	2,133,903.51	804,545.31	1,129,673.46	2,284,647.66	2,355,301.23	2,355,301.23	110.38
550500045	Streets and stormwater Steytlerville	1,052,631.58	2,133,903.51	506,908.71	862,181.56	1,766,166.68	1,912,506.09	1,912,506.09	89.62
500740031	Rietbron High mast lights	263,157.89	421,052.63			22,400.00	420,959.30	420,959.30	99.98
500740021	Electricity	789,473.68	789,473.68	-	79,577.93	451,627.81	789,473.68	789,473.68	100.00
500780171	Waste water treatment works Rietbron	973,684.21	1,318,702.63			408,411.80	1,318,701.59	1,318,701.59	100.00
510500131	Upgrading of Sport fields in Baviaans Municipality	1,302,368.42	2,179,561.40	228,685.76	228,685.76	890,484.51	2,207,641.53	2,207,641.53	101.29
500480021	Steytlerville solid waste disposal sites	2,456,140.35	62,000.00			30,690.00	62,000.00	62,000.00	100.00
510820051	Down Housing	9,404,956.00	-	26,315.79	103,668.78	134,978.78	125,849.78	125,849.78	-
500780161	Steytlerville water Erasmuskloof	20,374,639.65	30,424,821.58	4,529,837.23	8,823,534.62	19,459,908.91	26,839,927.98	26,839,927.98	88.22
510500091	Equipment Technical	137,800.00	-	-	-	-	-	-	-
510080061	Furniture & Equipment	10,600.00	160,600.00	1,889.00	9,294.15	25,901.42	143,842.08	143,842.08	89.57
550740012	Steytlerville High mast lightning	-	117,529.00	117,529.00	117,529.00	117,529.00	117,529.00	117,529.00	100.00
500130061	MIG - LED projects	433,333.33	-	-	-	-	-	-	-
510500111	Vehicles	1,720,000.00	2,074,337.00	-	-	-	-	-	-
	Photocopy machines	-	33,640.00	-	-	-	-	-	-
TCE	TOTAL CAPITAL EXPENDITURE	40,686,592.14	41,849,524.95	6,215,710.80	11,354,145.26	25,592,746.57	36,293,732.26	36,293,732.26	86.72

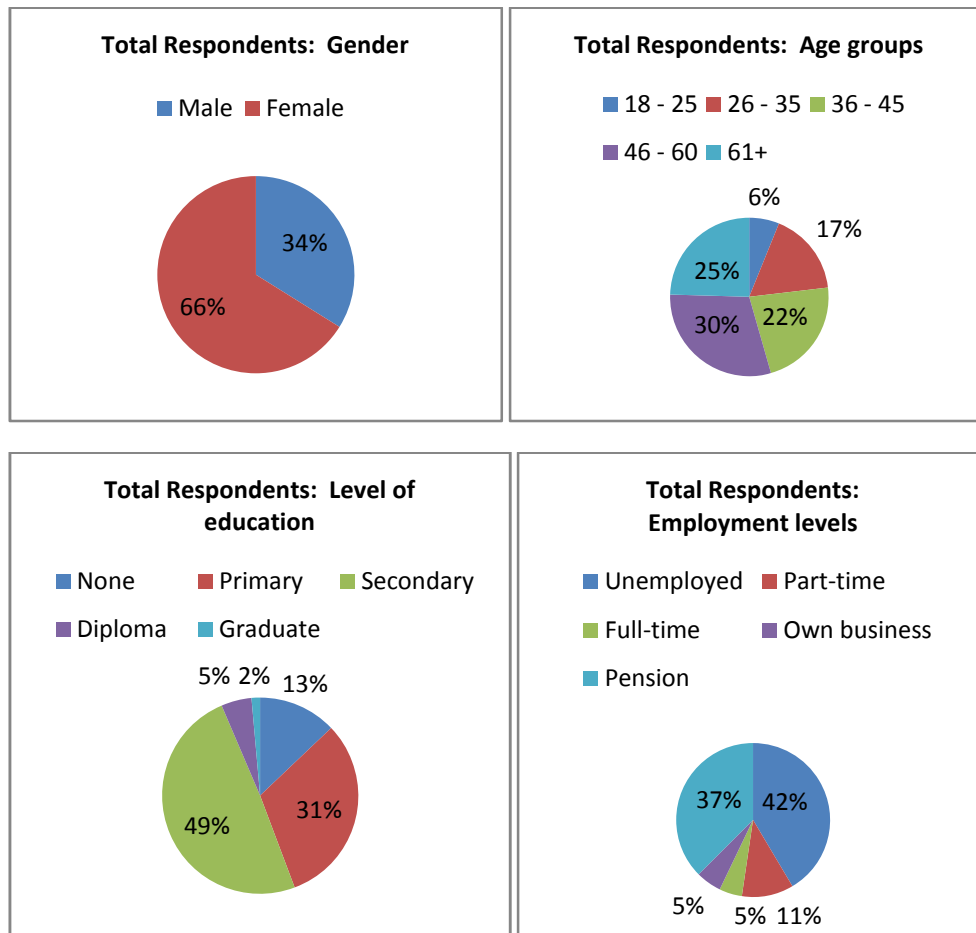
1.3 GENERAL KEY PERFORMANCE INDICATORS IN TERMS OF SECTION 43 REGULATION 10 OF THE MSA

- (a) The percentage of households with access to basic level of water, sanitation, electricity and solid waste removal: Water – 98,7 %; Sanitation – 78 % flush toilet, 12 % flush toilet plus septic tank, 0, 02 % VIP's, 37 buckets remaining; Electricity – 86,7 %; Solid waste – 100 %
- (b) The percentage of households earning less than R1 200 per month with access to free basic services: 100%
- (c) The percentage of a municipality's capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's IDP: 86.72%
- (d) The number of jobs created through the municipality's local economic development initiatives including capital projects: EPWP - 1827 job created; RBIG – 344; MIG – 50 (Total – 2221)
- (e) The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality is three employees. The municipality does have an Employment Equity Plan: 60%.
- (f) The percentage of a municipality's budget actually spent on implementing its workplace skills plan: 100%
- (g) Financial viability as expressed by ratios: 2.79% outstanding debtors to actual income.

Furthermore, according to MFMA Circular No 13, the top layer of the SDBIP, required for publishing is expected to include the following five components:

- (a) Monthly projects of revenue to be collected for each source,
- (b) Monthly projects of expenditure (operating & capital) and revenue for each vote
- (c) Quarterly projections of service delivery targets and performance indicators
- (d) Ward information for expenditure and service delivery
- (e) Detailed capital works plan broken down by ward over three years

SECTION A: DEMOGRAPHIC DATA

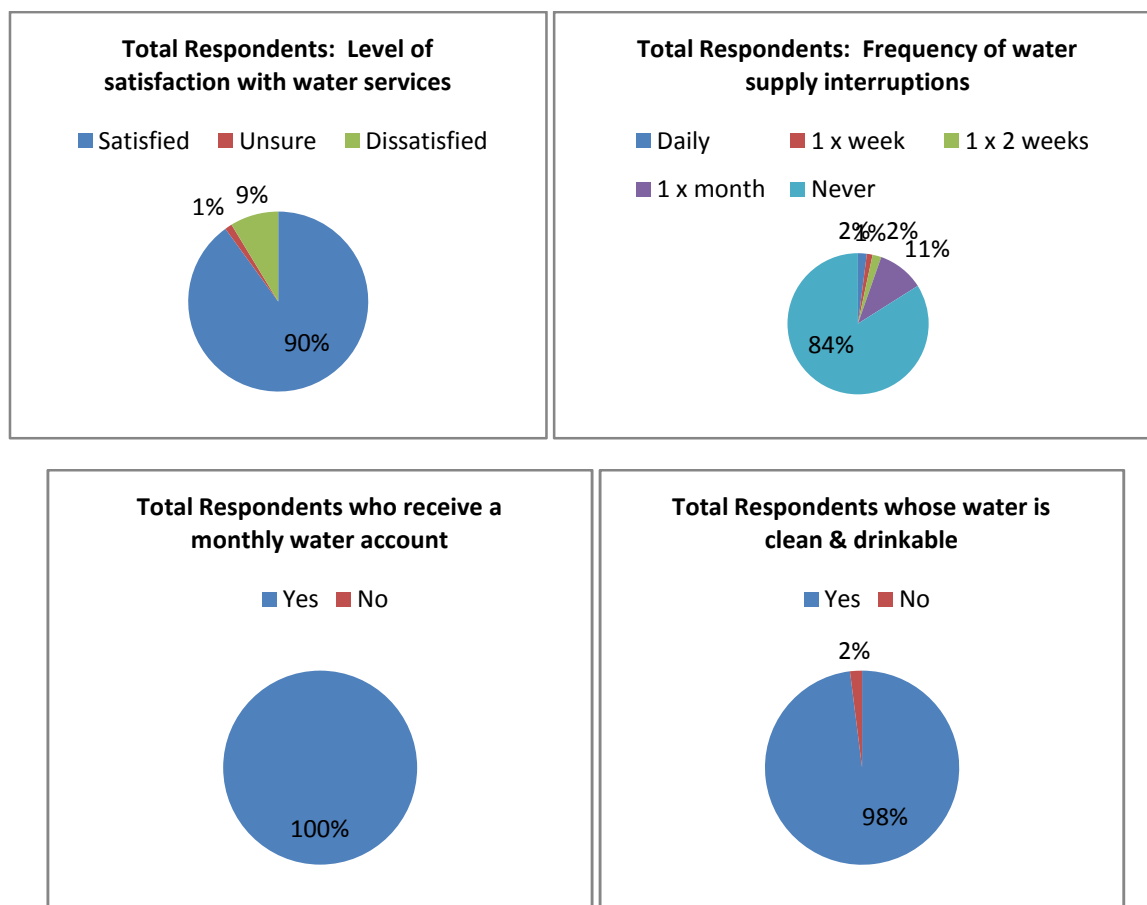


Findings

- The majority of respondents were female (66%)
- The majority of the respondents had some level of secondary education (49%) followed by 13% with some primary education. 13% of Respondents had no education.
- The majority of respondents were unemployed (42%), followed by 37% who received pension.

SECTION B: SERVICE DELIVERY

1. Water



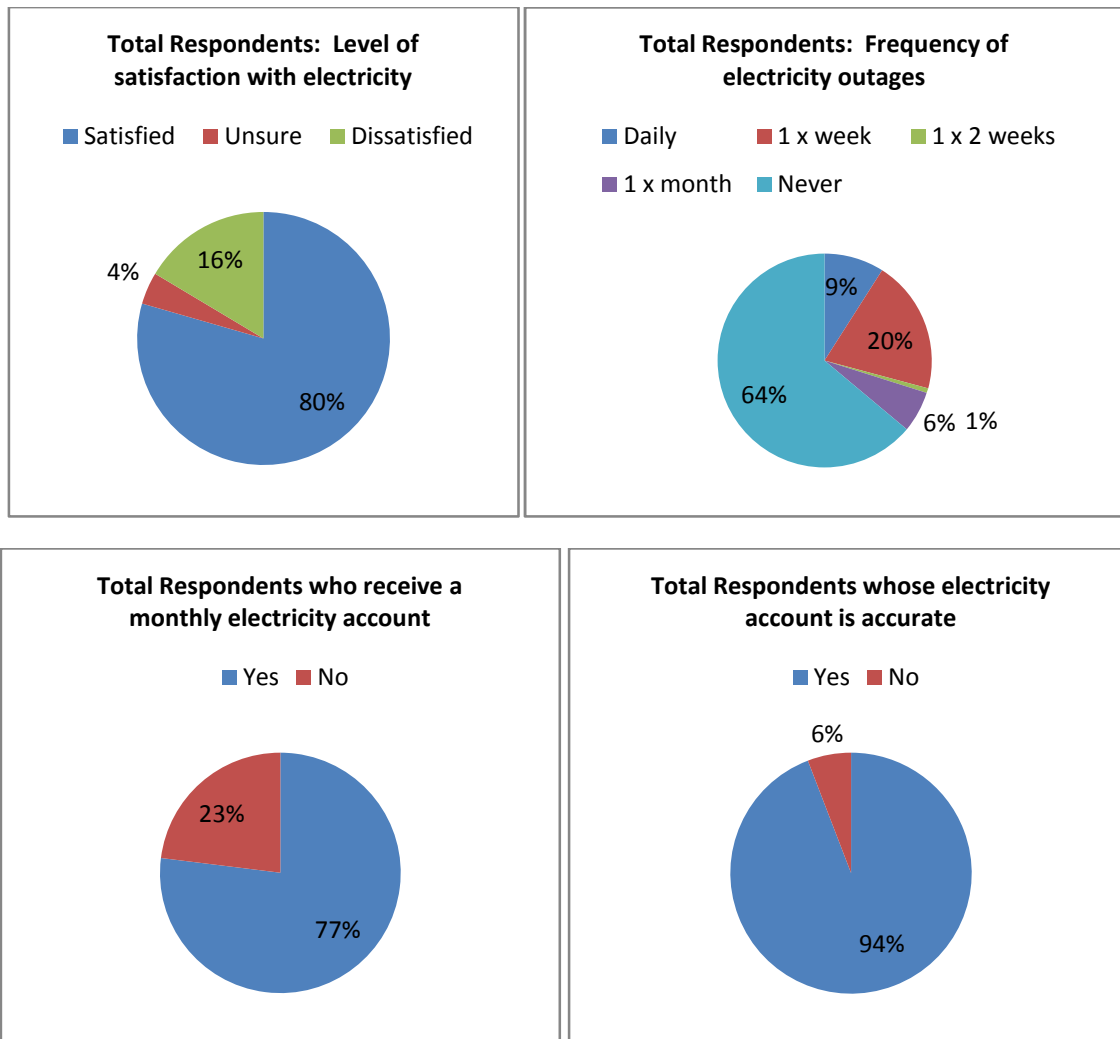
Findings

- 90% of respondents are satisfied with water services
- The majority of respondents (84%) never experience water supply interruptions and 11% experience water supply interruptions once a month
- All respondents receive a monthly water account
- 98% of respondents' water is clean and drinkable

Frustrations with water service delivery

- Respondents in Steytlerville say their water meters are not read regularly
- Respondents in Willowmore complain that water is murky after the municipality did maintenance
- Willowmore and Rietbron respondents complain about water leaks. They feel it can be improved by prompt response to complaints logged at the municipality
- Respondents in Rietbron complain about poor water pressure and too much chlorine in the water

2. Electricity



Findings

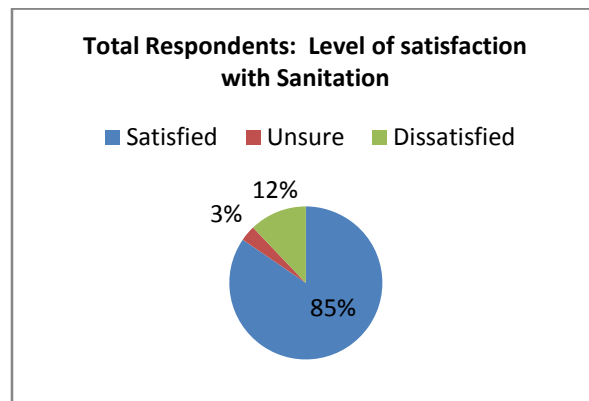
- 80% of Respondents are satisfied with electricity services
- 64% of respondents never experience electricity outages, while 20% have electricity supply interruptions once a week
- 77% of Respondents receive monthly electricity accounts of which 94% is accurate

Frustrations about electricity service delivery

- Respondents in all areas are frustrated about load shedding
- Steytlerville respondents complain that vendors are sometimes off- line during weekends
- Respondents in Willowmore and Steytlerville are unhappy about electricity accounts being blocked
- Respondents in Steytlerville complain that the prepaid number on the slip can't be read
- Respondents in all areas complain that electricity costs are too high

- Willowmore respondents would like faster response on complaints logged to the help desk
- Rietbron respondents complain that electricity supply is weak - electricity outages when wind is strong

3. Sanitation



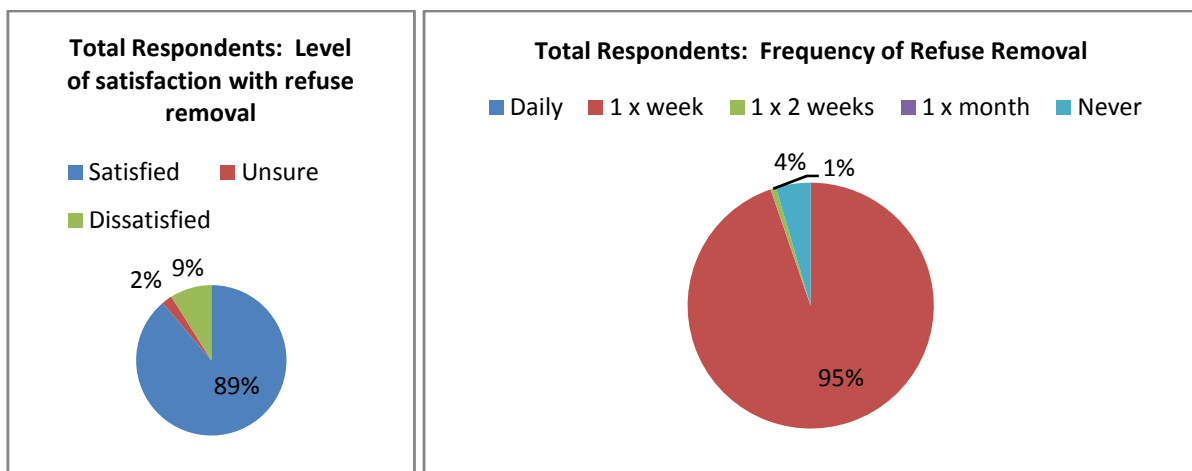
Findings

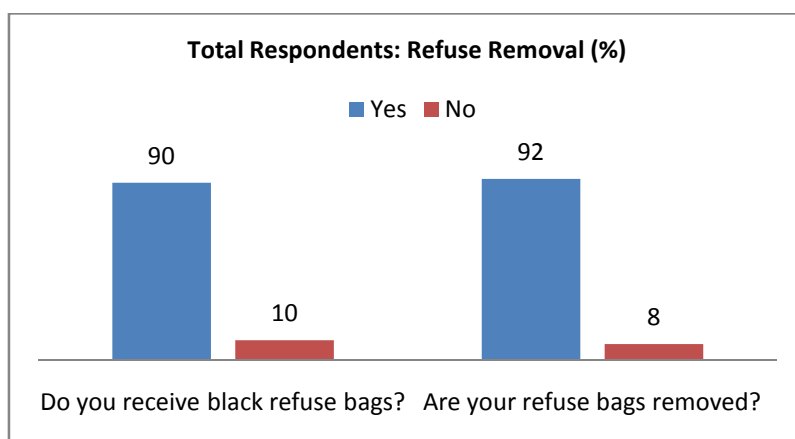
- There is a general level of satisfaction with sanitation services – 85% of respondents are satisfied with 12% being dissatisfied

Frustration about sanitation service delivery

- Willowmore respondents would like faster response on complaints logged to the help desk
- Respondents in Willowmore complain about leaking drain pipes
- Some respondents in Saaimanshoek don't have toilet facilities and not all drains are pumped
- Respondents in Rietbron complain about the smell when drains are sucked and would like to see the elimination of septic tanks

4. Refuse Removal





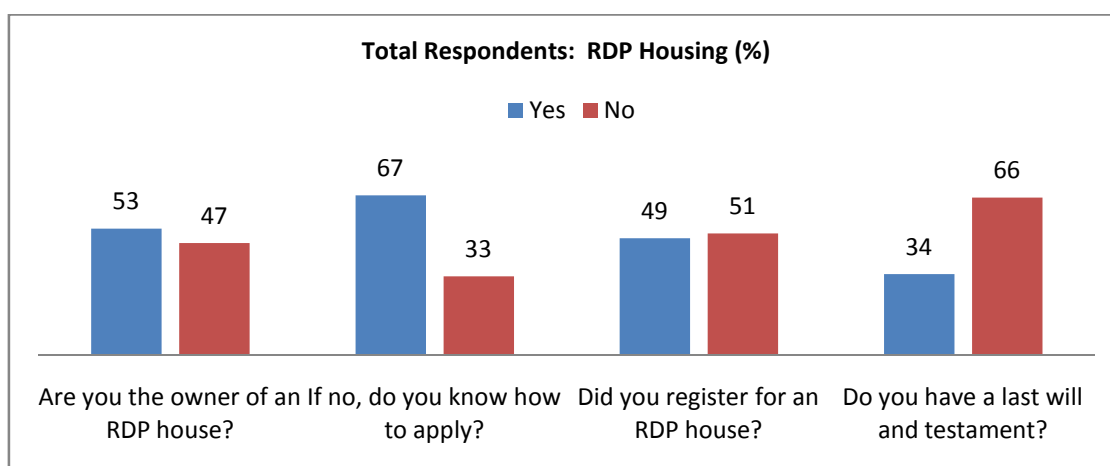
Findings

- The majority (89%) of respondents are satisfied with refuse removal services
- 95% of Respondents' refuse is removed once a week
- 90% of Respondents receive refuse bags from the municipality
- 92% of Respondents' refuse bags are removed by the municipality

Frustration about refuse removal

- Respondents in Steytleville are frustrated that bins in front of their houses are not emptied when refuse is collected and feel there is bad management of hotspots
- Respondents in Willowmore and Steytleville would like their refuse to be collected earlier and twice a week. Some say their refuse is not removed regularly

SECTION C: HOUSING



Findings

- 53% of respondents are the owner of an RDP house
- 67% of the remaining 47% knew how to apply for an RDP house
- 49% of the 67% who know how to register for an RDP house have done so

- 34% of respondents have a last will and testament

Respondents' perception of the awarding of RDP houses

- Respondents in Steytlerville and Willowmore feel the process is slow
- Steytlerville respondents claim that empty promises are made about houses that will be built
- Many respondents in Willowmore and Rietbron are thankful that they have an RDP house and perceive the process to be fair
- Some respondents in Rietbron feel the process is unfair

Respondents' perception of the quality of RDP houses

- The majority of respondents in all areas say the houses are of very poor quality, some have no ceilings, dampness and cracked walls

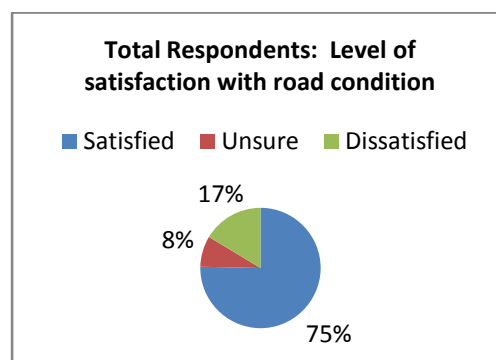
Respondents' opinion of Spaza shops

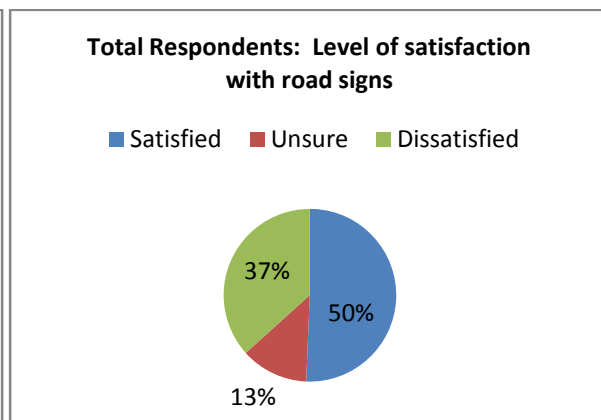
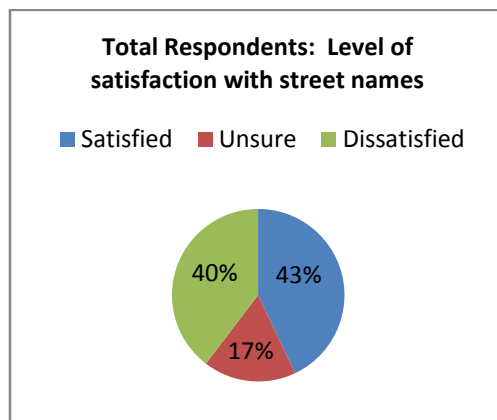
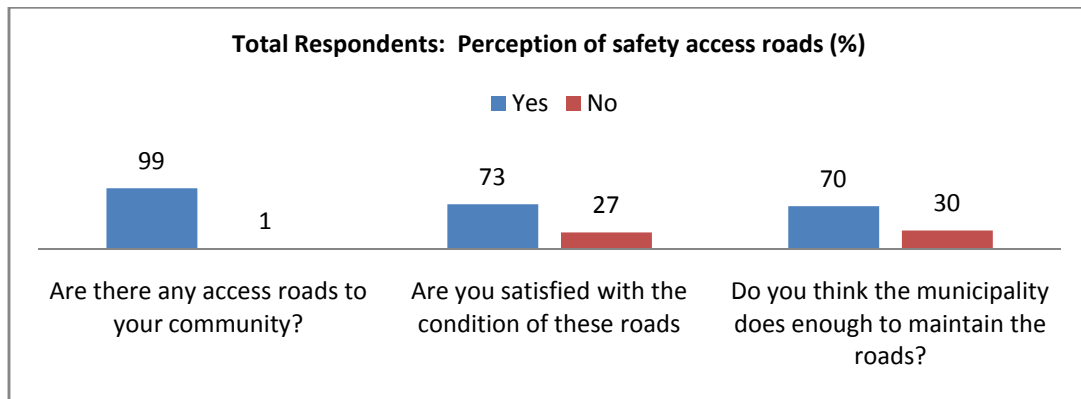
- Respondents in all areas are divided. Some feel Spaza shops are convenient, while others think those houses could be used for people who don't have houses to live in

Respondents' opinion about taverns in the area

- While some don't have a problem with taverns as long as they operate according to regulations, the majority is concerned that they sell alcohol and drugs to minor and feel that taverns contribute to crime in the areas

SECTION D: ROADS





Findings

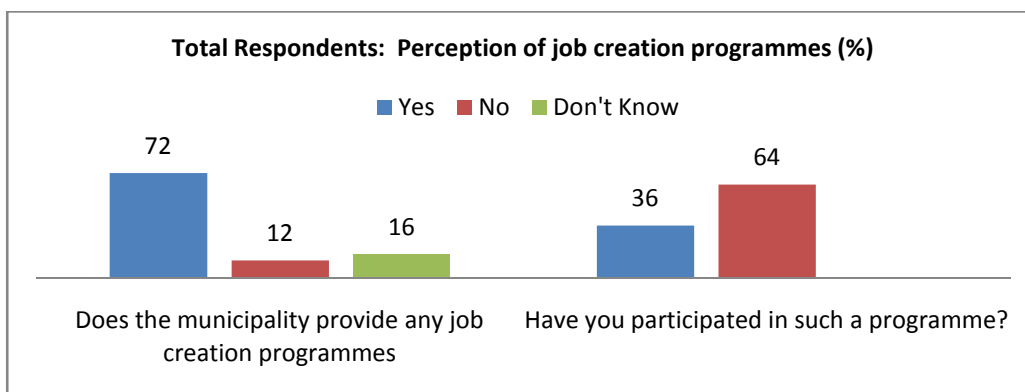
- 99% of Respondents have access roads leading to their communities
- 73% of Respondents are satisfied with the condition of these roads
- 70% of Respondents feel that the municipality does enough to maintain the roads
- 50% of Respondents are satisfied with road signs (visibility & sufficiency), 37% are dissatisfied
- 43% of Respondents are satisfied with street names, 40% dissatisfied and 17% unsure

Frustrations about streets

- Respondents in Steytleville and Rietbron complain about potholes
- Some respondents in Steytleville would like side walks
- Storm water management is an issue for respondents in Steytleville and Willowmore
- Willowmore respondents have a problem with speeding vehicles
- Respondents in all area would like more paving
- Steytleville respondents would like water channels to aid in storm water management

SECTION E: LED

a) Job Creation



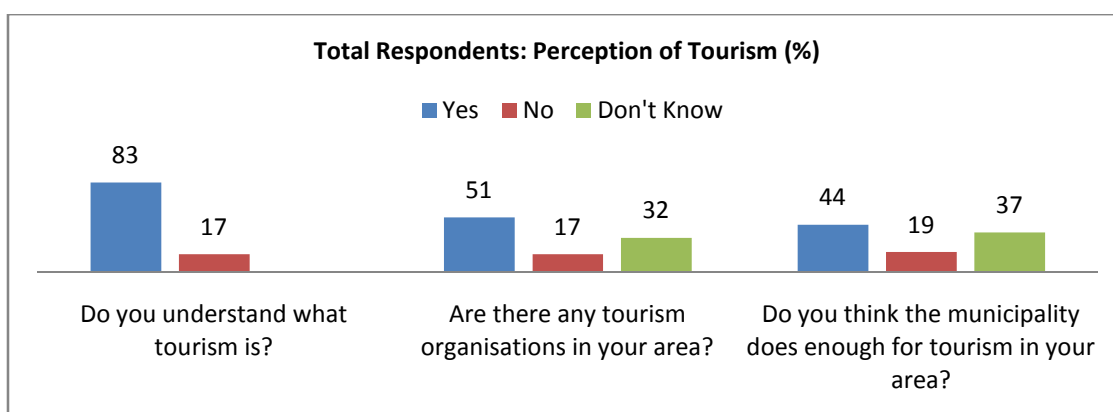
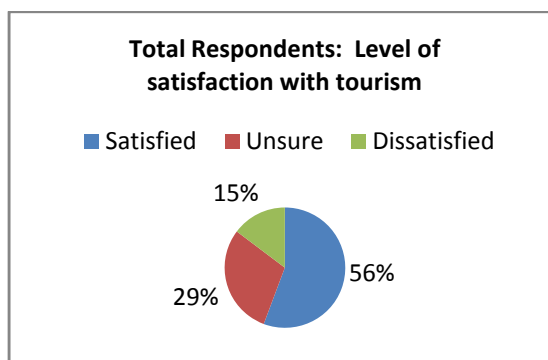
Findings

- 72% of Respondents are aware of job creation programmes
- 64% of Respondents have not participated in job creation programmes

Frustrations about job creation

- Respondents in all areas claim there is nepotism involved in job creation programmes
- All areas say there is not enough job creation

b) Tourism



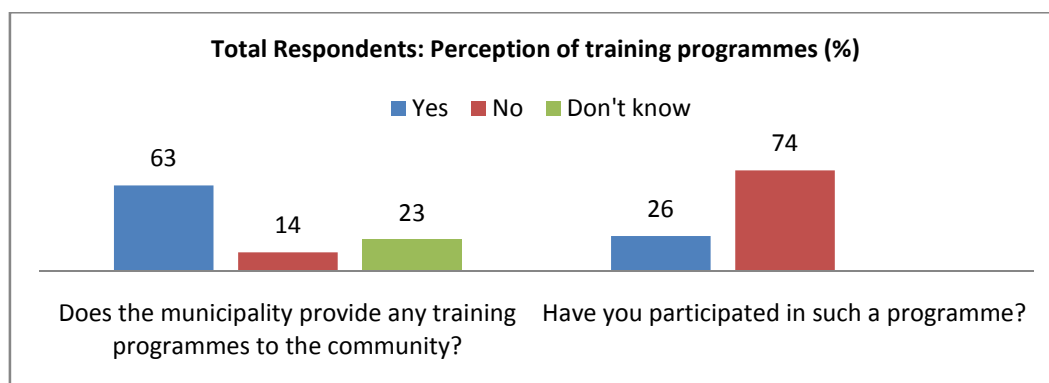
Findings

- The majority of respondents are satisfied with tourism (56%), 29% are unsure
- 83% of respondents understand what tourism is
- 51% of Respondents are aware of tourism organisations in their areas
- 44% of Respondents think the municipality does enough for tourism, 37% don't

Suggestions from respondents on how tourism can be improved

- Respondents in Willowmore feel the municipality should get the youth involved and help the community to sell their goods to tourists
- Rietbron respondents would like to see more tourism facilities

c) Training programmes



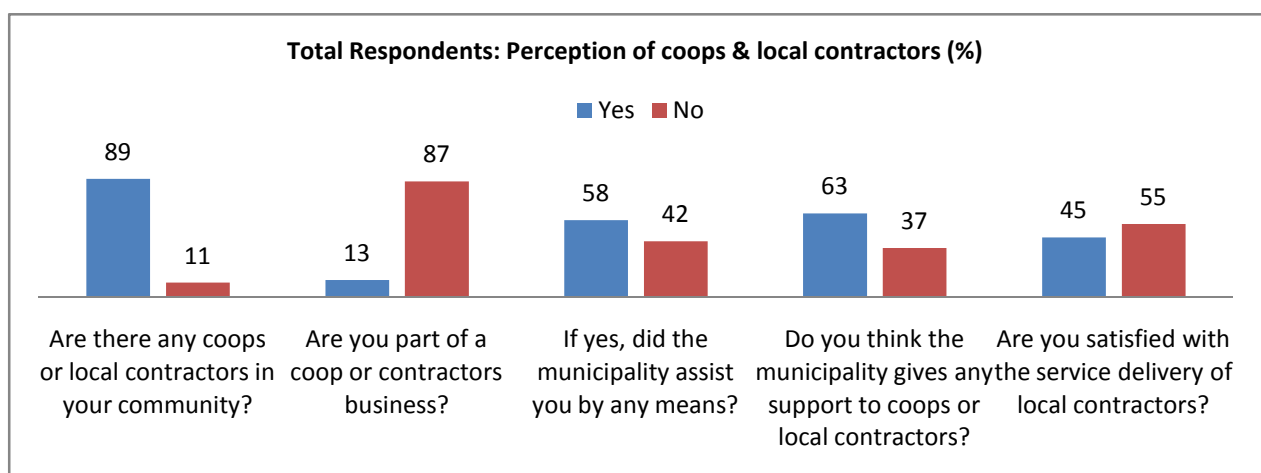
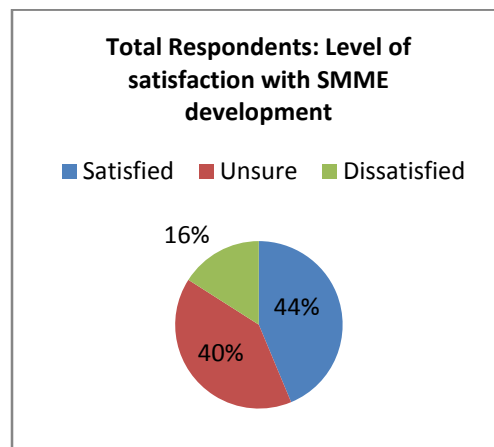
Findings

- 63% of Respondents are aware of training programmes provided by the municipality
- The majority (74%) of respondents have not participated in training programmes

Types of training respondents would like to receive

- Agricultural
- Needle work
- Building
- First aid
- Home based care
- Hospitality
- Hand skills
- Welding
- Arts & craft
- Mechanical
- Computer
- ABET
- Cooking
- Tourism

d) SMME Development



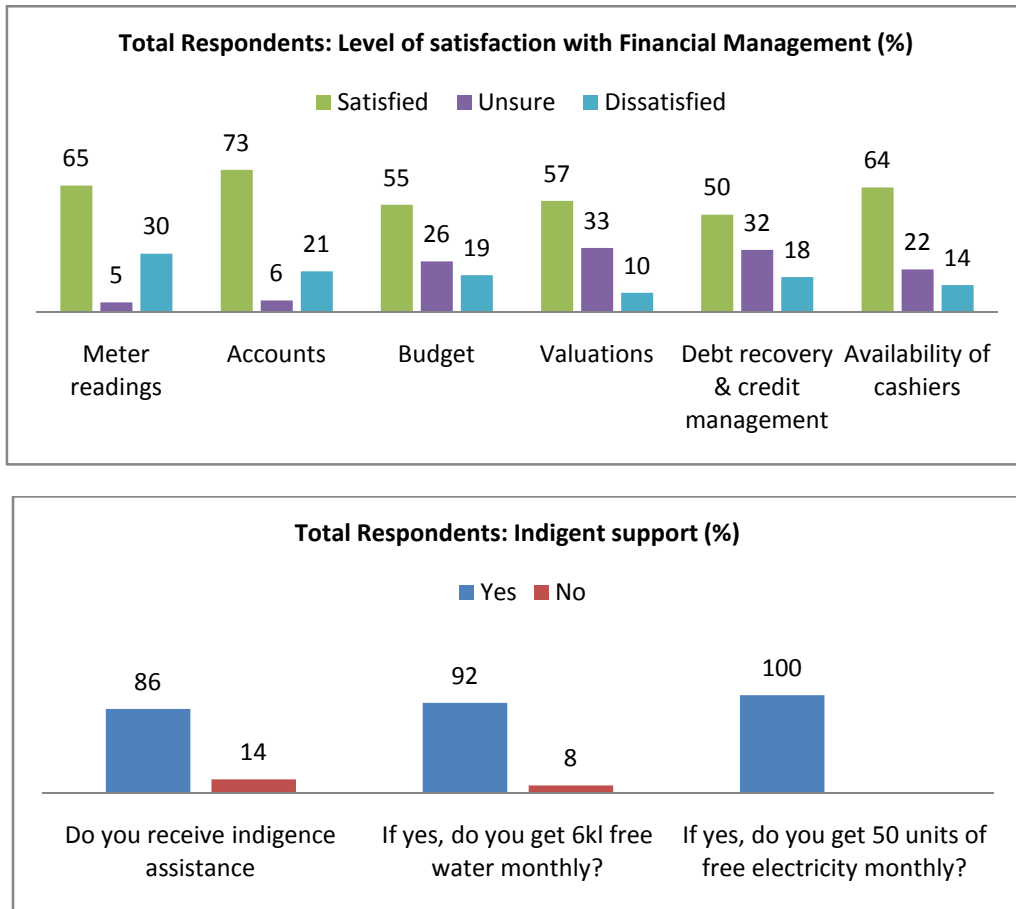
Findings

- 44% of Respondents are satisfied with SMME development in Baviana, 40% are unsure
- 89% of Respondents are aware of cooperatives & local contractors in their communities
- The majority of respondents (87%) are not part thereof
- 58% of Respondents who are part of cooperatives or local contractors say the municipality has assisted them in some way
- 63% of Respondents think the municipality does enough for cooperatives and local contractors
- The majority of respondents (55%) are dissatisfied with the services of local contractors

Respondents' perception of how services to cooperatives and local contractors could be improved

- Respondents in all areas feel the municipality should provide financial assistance, training and information sessions
- They feel local contractors and cooperatives should be given more opportunities

SECTION F: FINANCIAL MANAGEMENT



Findings

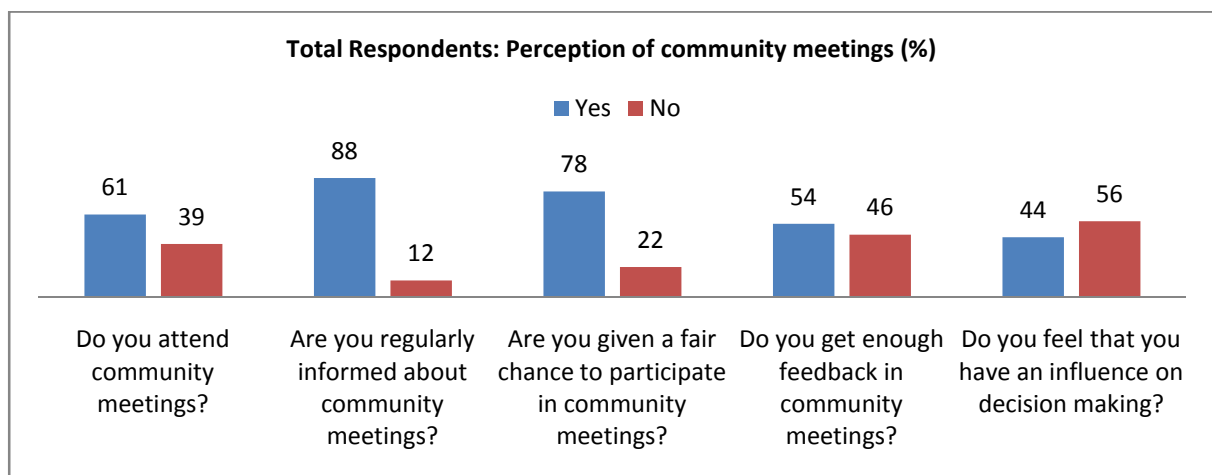
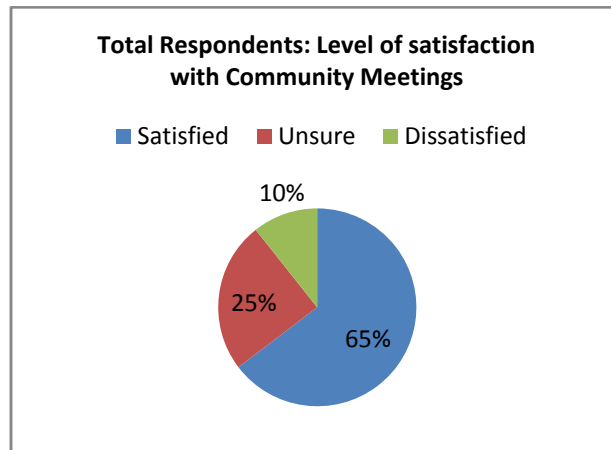
- The majority of respondents are satisfied with meter readings (65%) and accounts (73%)
- 55% of respondents are satisfied with the budget
- 57% of respondents are satisfied with valuations and debt recovery (50%)
- 64% of respondents are satisfied with the availability of cashiers
- 86% of Respondents receive indigent support. 92% of those who receive indigent support receive 6kl free water monthly, all indigents receive 50 units of free electricity per month

Frustrations about indigent support

- Respondents would like more units of electricity and are frustrated about accounts being blocked

SECTION G: GOOD GOVERNANCE & PUBLIC PARTICIPATION

a) Community Meetings



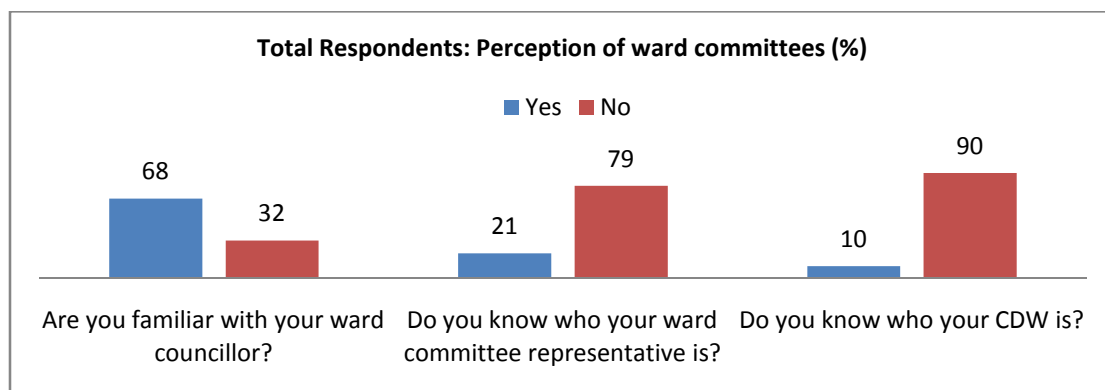
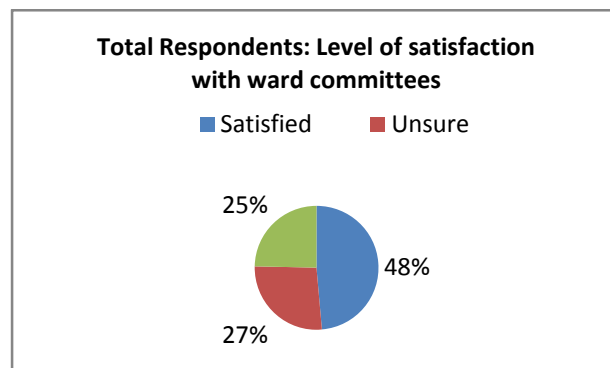
Findings

- The majority (65%) of respondents are satisfied with community meetings, 25% are dissatisfied
- The majority of respondents attend community meetings (61%)
- 88% of respondents are regularly informed about community meetings
- 78% of Respondents feel that they are given a fair chance to participate in community meetings
- 54% of Respondents feel that they get enough feedback in community meetings
- The majority of respondents feel they don't have an influence on decision making (56%)

Main reasons why respondents don't attend community meetings

- Respondents in Steytlerville feel empty promises are being made, meetings are too negative or that they are too old
- Respondents in Willowmore state health reasons, that they are too old, that meetings are too political, there are too many arguments and they are not informed of meetings.
- Respondents in Rietbron say there are no discipline at meetings with too many arguments or that they are too old

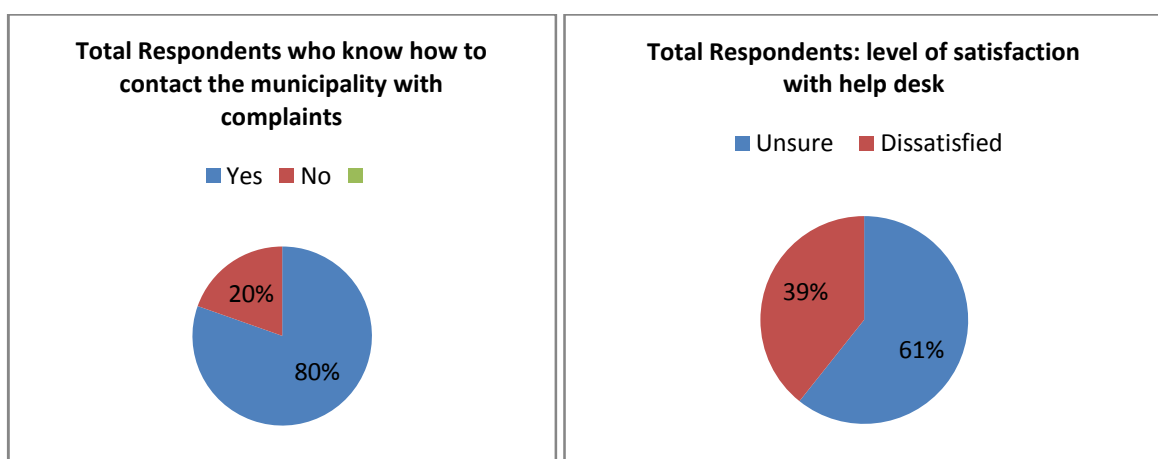
b) Ward Committees



Findings

- 48% of respondents are satisfied with ward committees, 25% are dissatisfied and 27% are unsure
- The majority of respondents are familiar with their ward councillor (68%)
- The majority of respondents don't know their ward committee representative (79%), or CDW (90%)

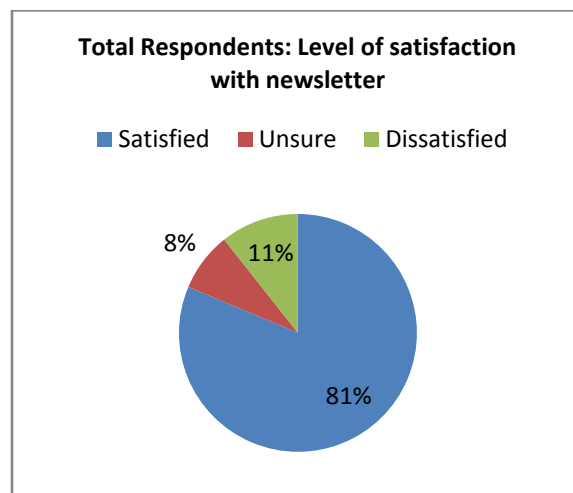
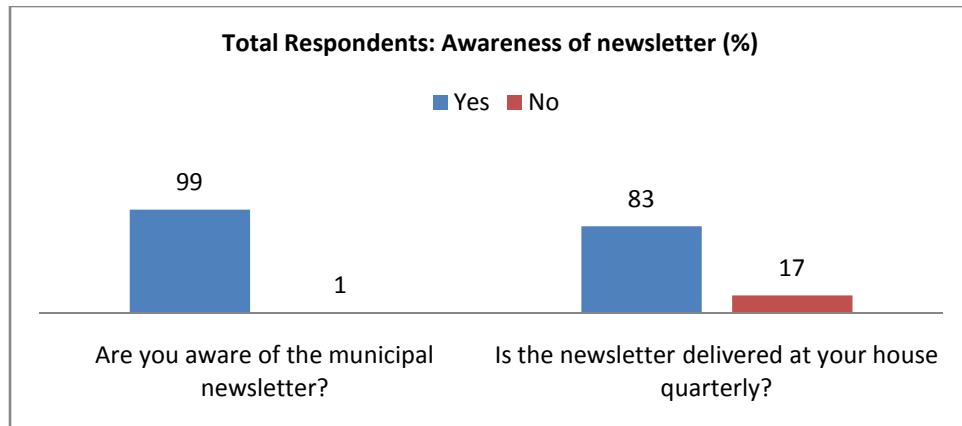
c) Help Desk



Findings

- The majority of respondents know how to contact the municipality with complaints (80%)
- 61% of Respondents are satisfied with the Help Desk, while 39% are unsure

d) Bavians Newsletter



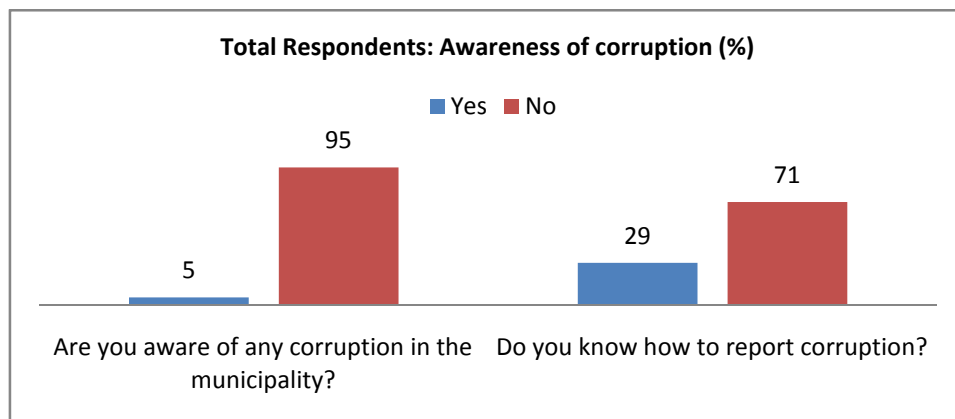
Findings

- 99% of Respondents are aware of the newsletter
- 83% of Respondents say the newsletter is delivered to their houses quarterly
- 81% of Respondents are satisfied with the content of the newsletter, 11% are dissatisfied

What respondents would like to read about in the newsletter

- Job creation programmes
- Development in towns
- Training programmes

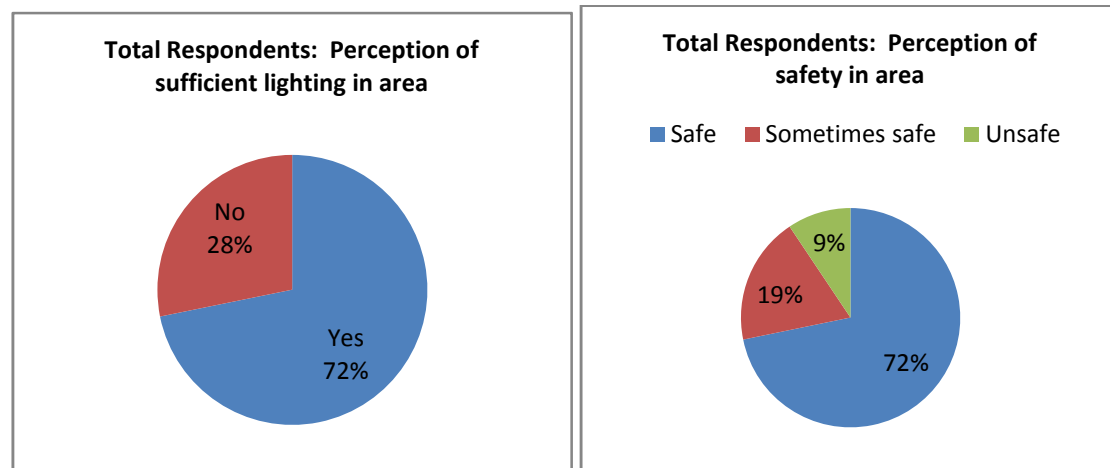
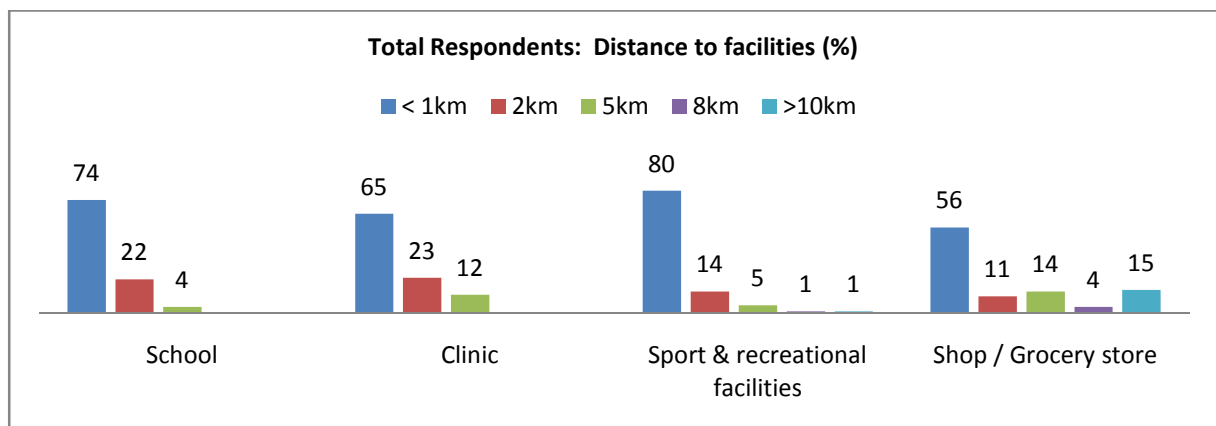
e) Corruption

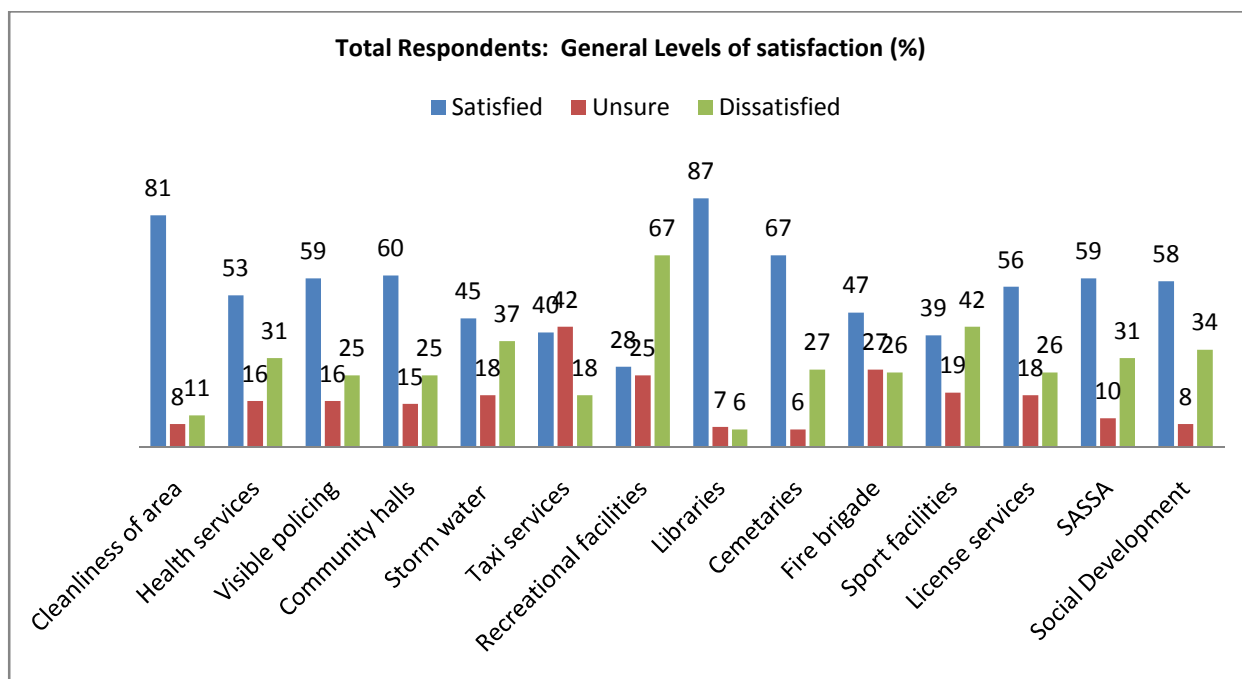


Findings

- 95% of Respondents are not aware of corruption
- The majority of respondents (71%) don't know how to report corruption
- Respondents listed unfair appointments, illegal signing off of houses, unreasonable amounts on accounts and stolen money as cases of fraud and corruption

SECTION H: GENERAL



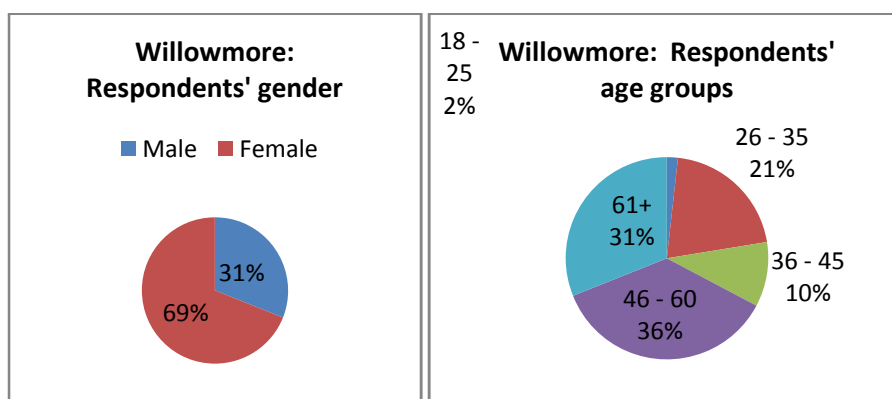


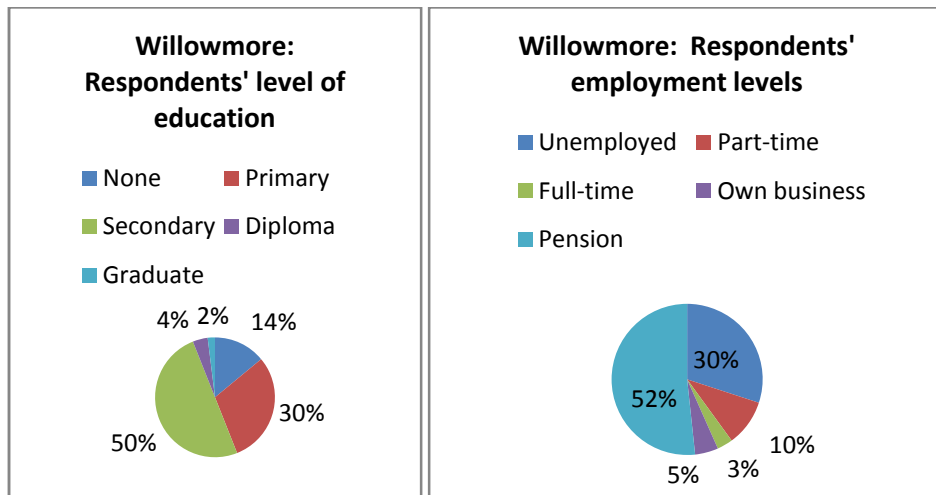
Findings

- The majority of respondents are within 1 km from facilities like school, clinic, sport & recreational facilities and the grocery store
- The majority of respondents perceive their area to be safe (72%) with sufficient lighting (72%)
- Generally, the highest levels of satisfaction is with the cleanliness of the area (81%), libraries (87%).
- The majority of respondents are satisfied with health services, visible policing, community hall, cemeteries, license services, SASSA and Social Development
- Respondents are generally dissatisfied with sport and recreational facilities

2. CUSTOMER SATISFACTION SURVEY – WILLOWMORE

Section A: Demographic Data



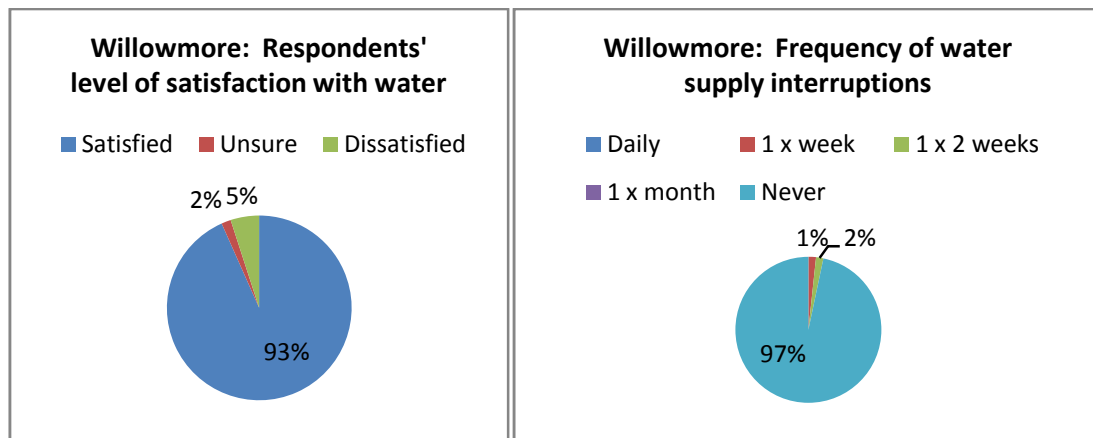


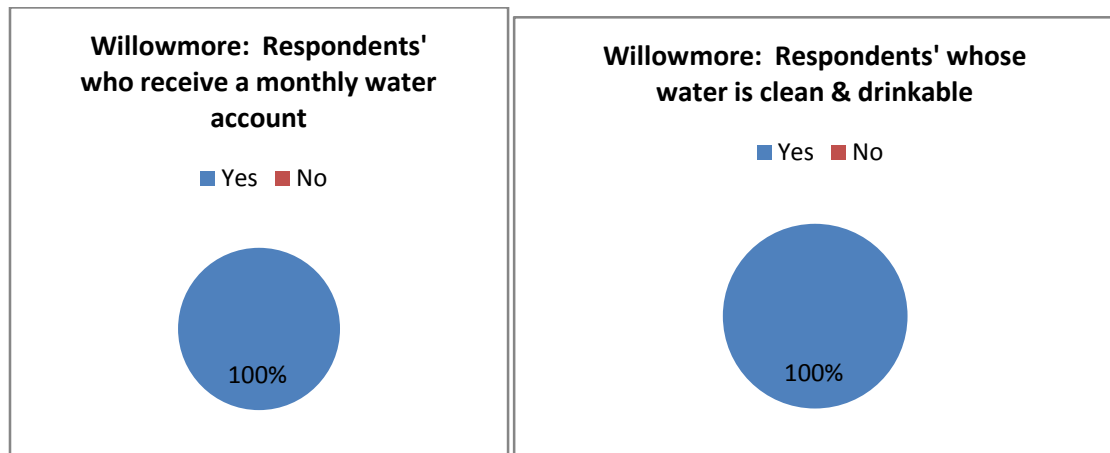
Findings

- 69% of Respondents were female, 31% male
- The majority of respondents were between the ages 46 – 60 (38%) followed by the age group 61+ (31%)
- The majority of the respondents were on pension (52%), 30% unemployed
- 50% of Respondents have some secondary education

Section B: Service Delivery

1. Water

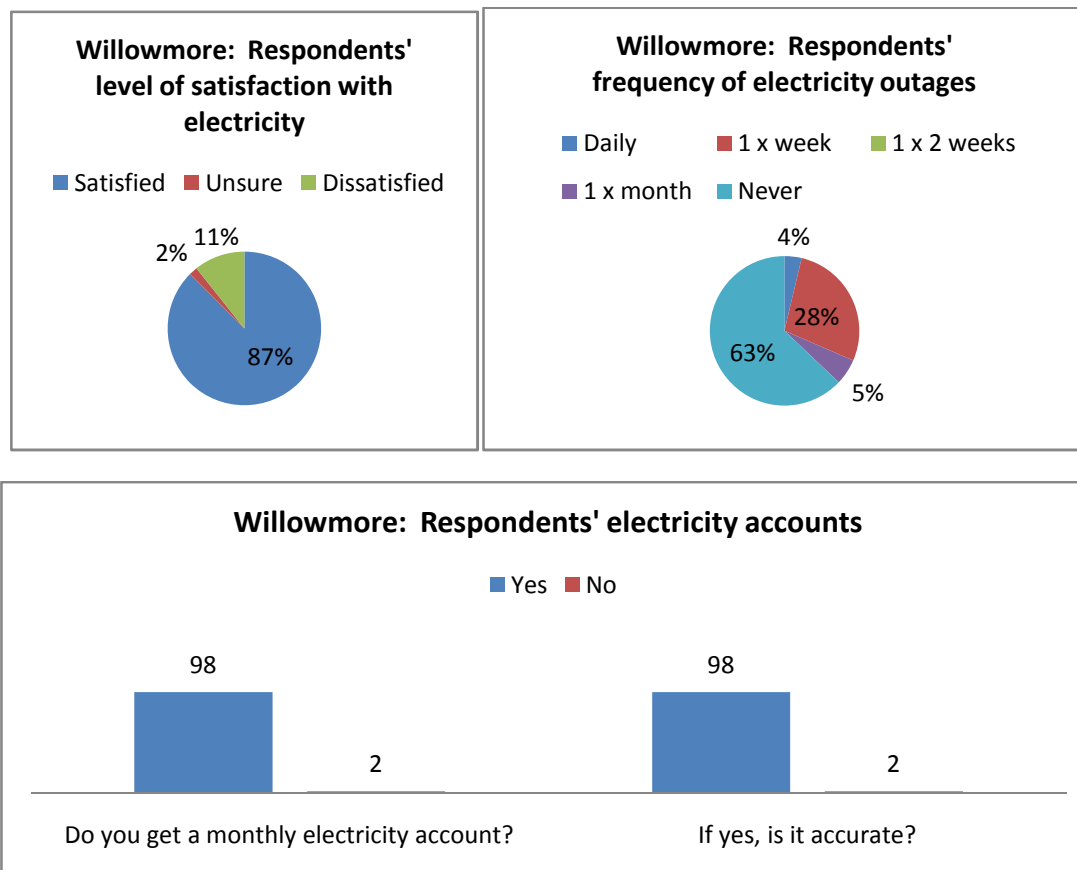




Findings

- The majority of respondents (93%) are satisfied with water service delivery
- 97% of Respondents never experience water supply interruptions
- All respondents receive monthly water accounts
- All respondents perceive their water to be clean and drinkable

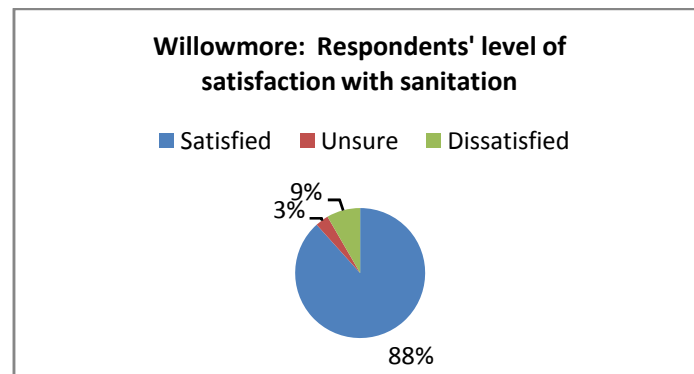
2. Electricity



Findings

- The majority of respondents are satisfied with electricity services (87%)
- The majority of respondents (63%) never experience electricity outages, 28% experience electricity outages once a week
- 98% of Respondents receive electricity accounts
- 98% of those who receive electricity accounts receive accurate accounts

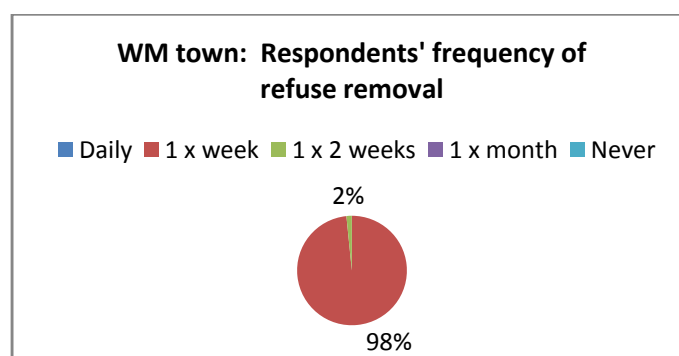
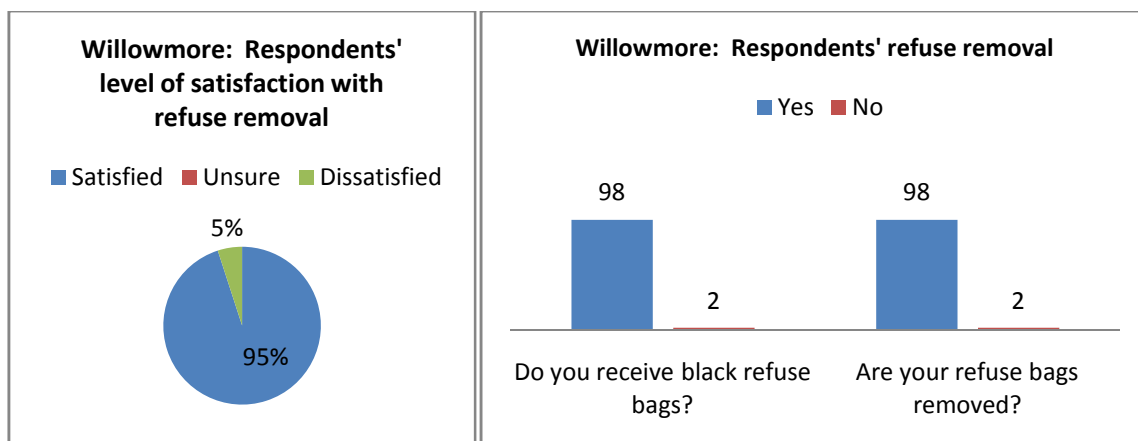
3. Sanitation



Findings

- The majority of respondents are satisfied with sanitation services (88%)

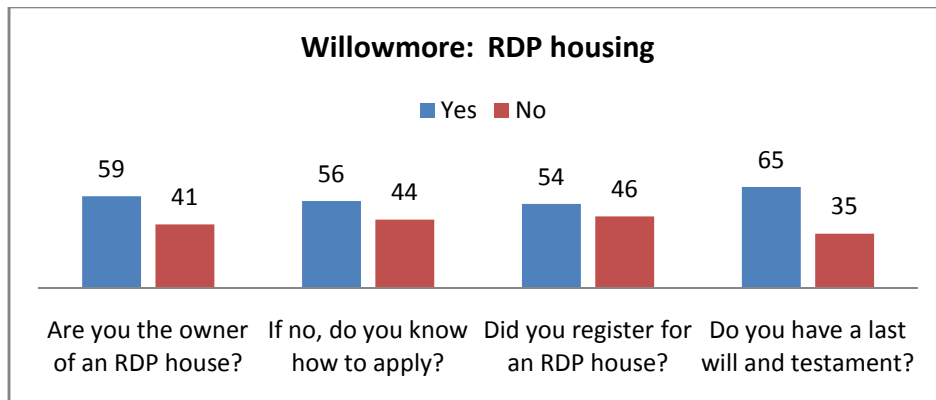
4. Refuse Removal



Findings

- 95% of respondents were satisfied with refuse removal
- 98% of Respondents receive refuse bags which are removed by the municipality
- The vast majority (98%) of respondents have their refuse removed once a week

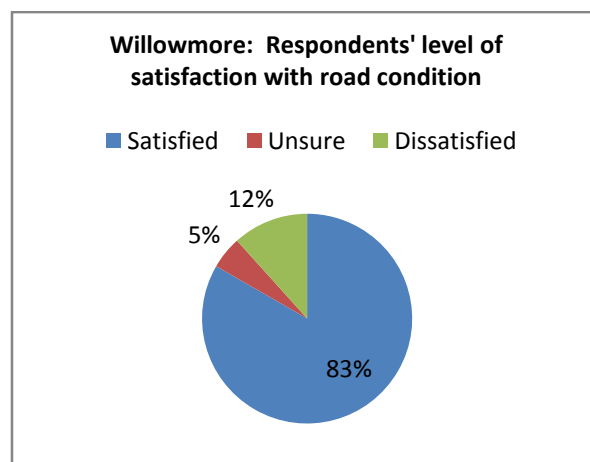
Section C: Housing

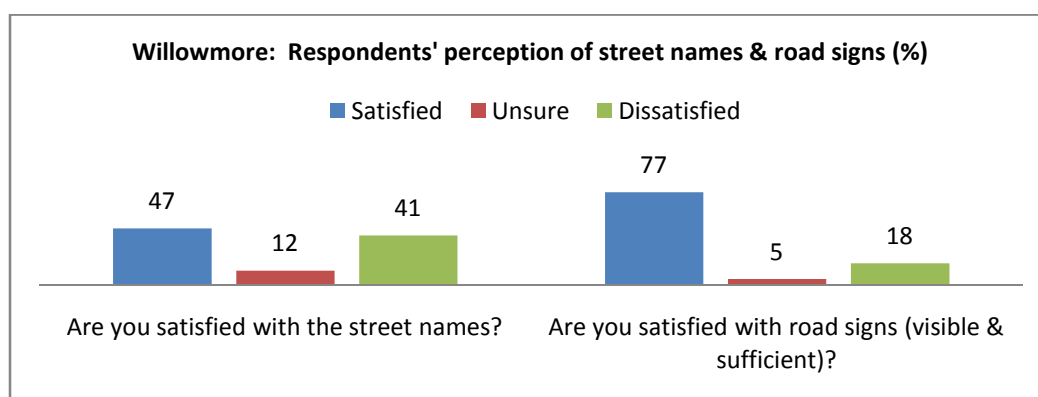
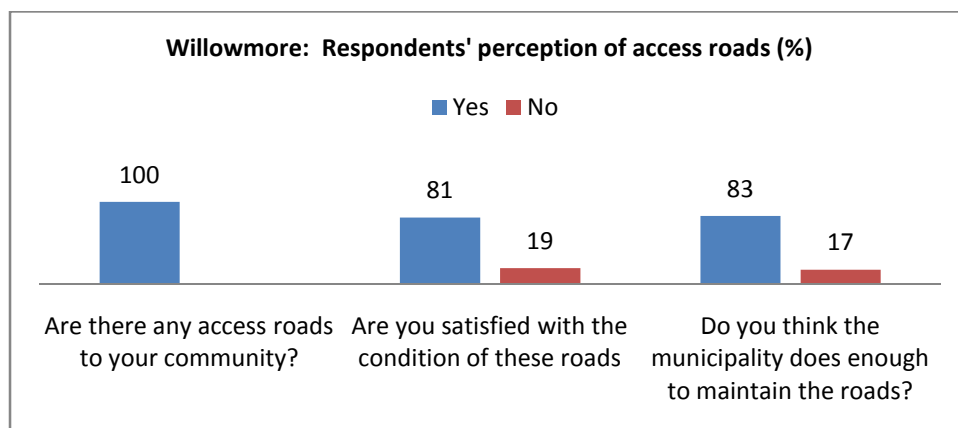


Findings

- 59% of Respondents own RDP houses
- 56% of the remaining 41% know how to apply for an RDP house
- 54% of the 56% registered for an RDP house
- 65% of Respondents have a last will and testament

Section D: Roads



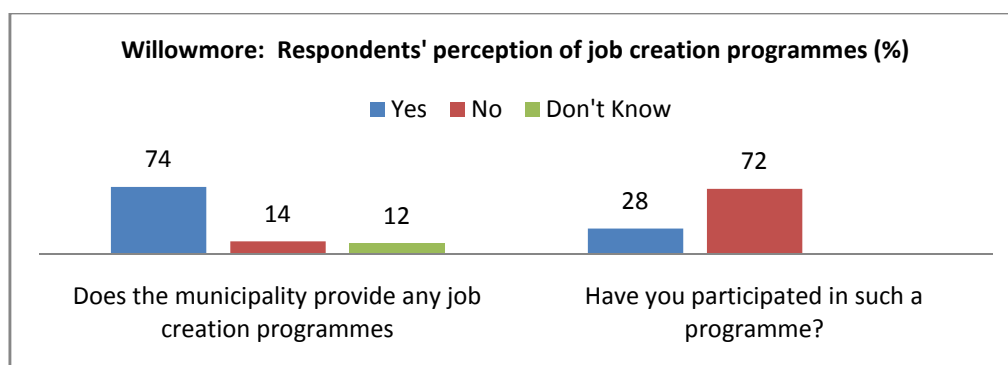


Findings

- The majority of respondents (83%) are satisfied with the condition of roads
- All respondents have access roads to their community
- 81% of respondents are satisfied with the condition of these roads and 83% think the municipality does enough to maintain these roads
- 47% of respondents are satisfied with street names, 41% are dissatisfied
- 77% of Respondents are satisfied with the visibility and sufficiency of road signs

Section E: LED

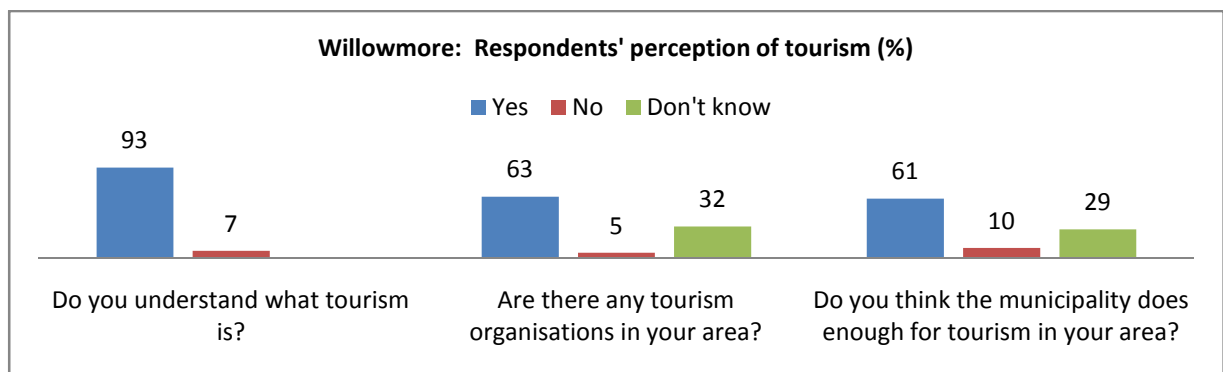
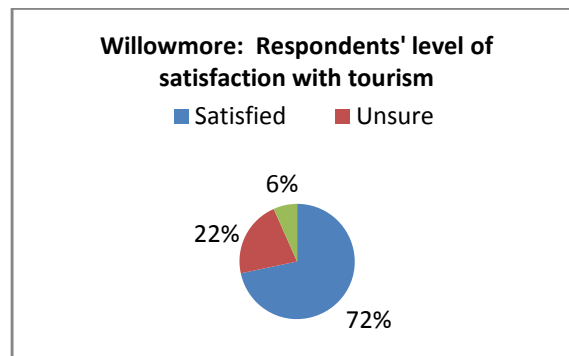
a) Job creation



Findings

- 74% of Respondents know of job creation programmes provided by the municipality
- Only 28% have participated in these programmes

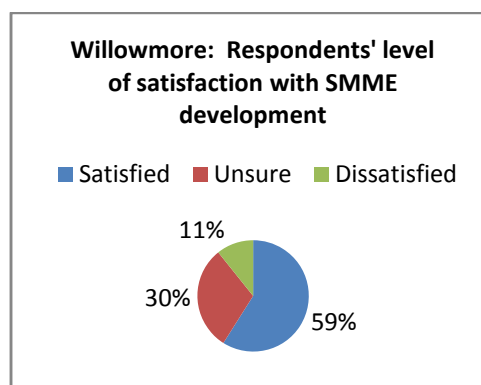
b) Tourism

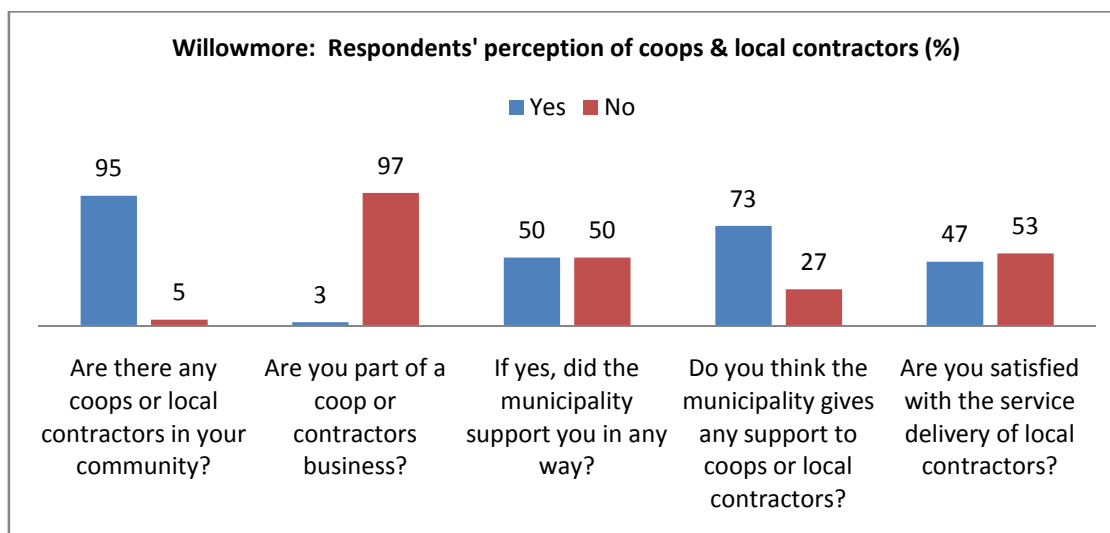


Findings

- The majority of respondents are satisfied with tourism (72%)
- 93% of Respondents understand what tourism is
- 63% of Respondents are aware of tourism organisations in their area
- 61% of Respondents think the municipality does enough for tourism

c) SMME development

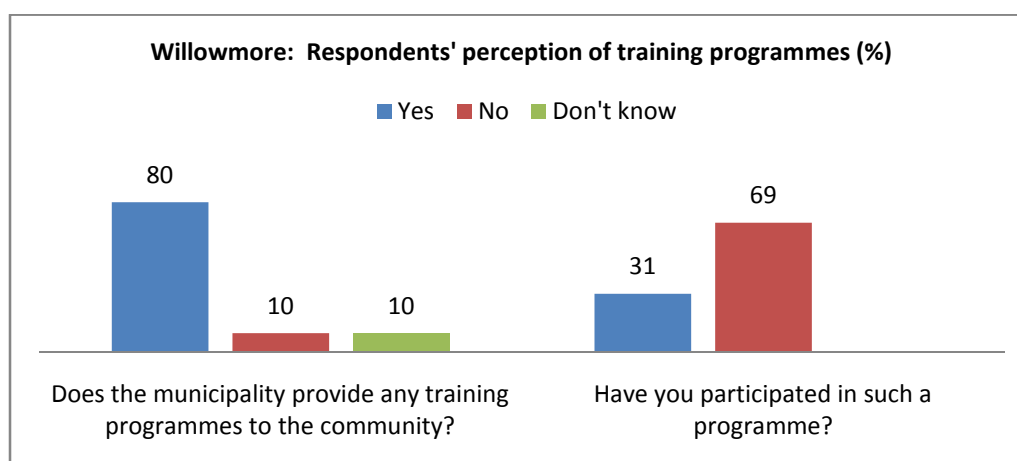




Findings

- 59% of Respondents are satisfied with SMME development in the area, 30% are unsure
- 95% of Respondents are aware of cooperatives and local contractors in the area
- 3% of Respondents are part of a cooperative or local contractor business
- 50% of Respondents who are part of a cooperative or local contractor business say the municipality assisted them in some way
- 73% of Respondents think the municipality gives enough support to cooperatives and local contractors
- 53% of Respondents are dissatisfied with the services of local contractors.

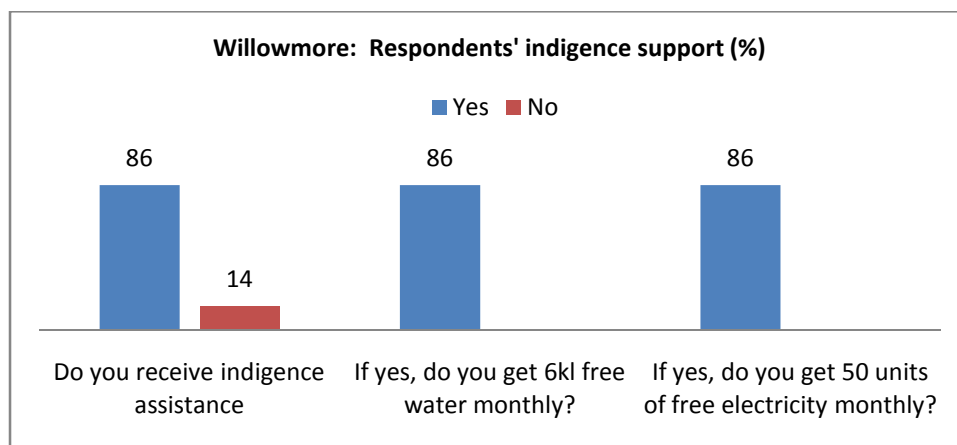
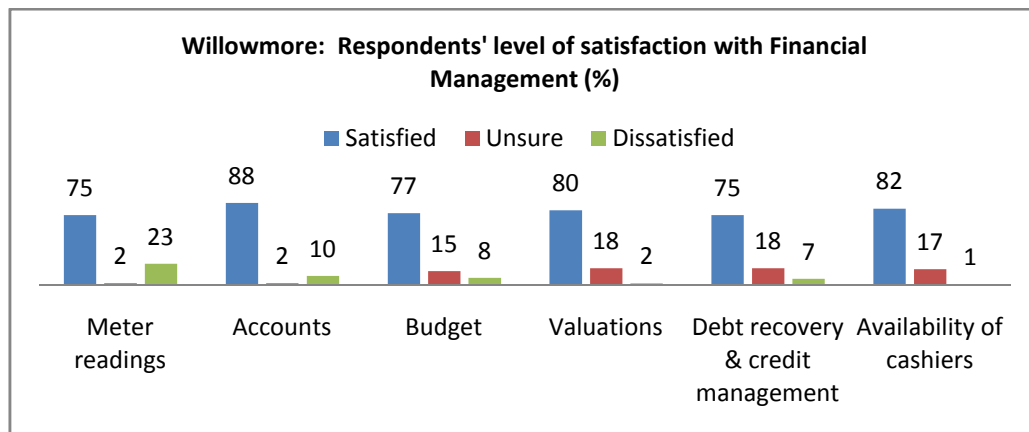
d) Training



Findings

- 80% of Respondents are aware of training programmes provided by the municipality
- The majority (69%) have not participated in such a programme

Section F: Financial Management

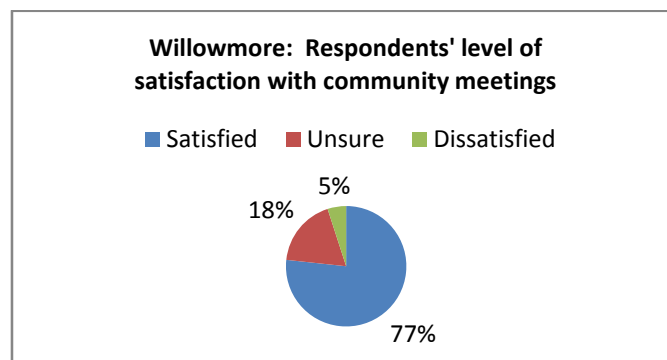


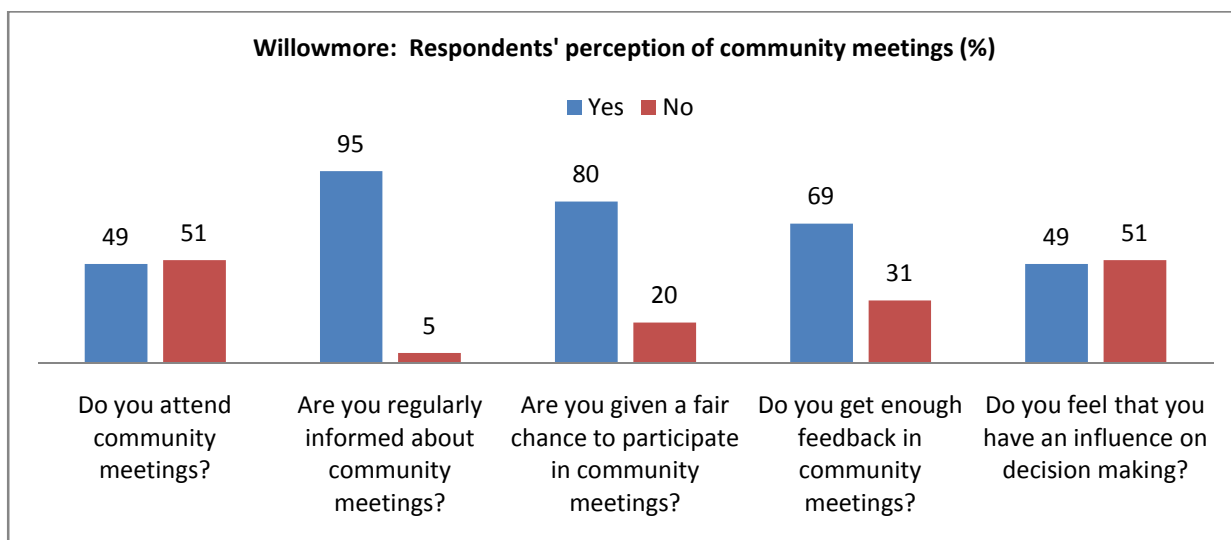
Findings

- The majority of respondents are satisfied with financial management.
- 86% of Respondents receive indigent support. All of those receive 6kl water and 50 units electricity monthly

Section F: Good Governance & Public Participation

a) Community meetings

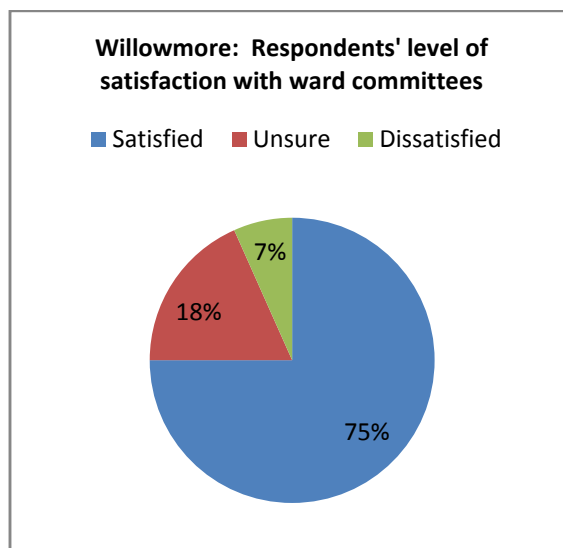


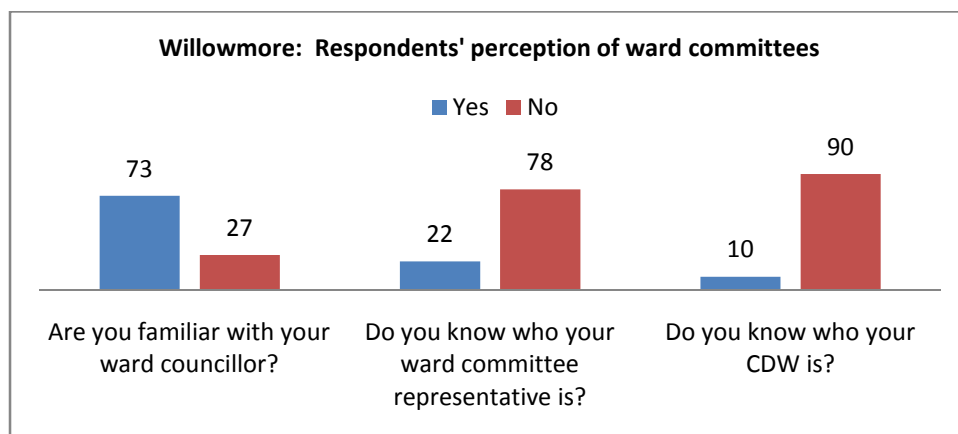


Findings

- The majority of respondents are satisfied with community meetings (77%)
- 49% of Respondents attend community meetings
- 95% are regularly informed about community meetings
- 80% of Respondents feel they are given a fair chance to participate in community meetings
- The majority of respondents feel they get enough feedback in community meetings (69%) and 51% feel they don't have an influence on decision making

b) Ward Committees

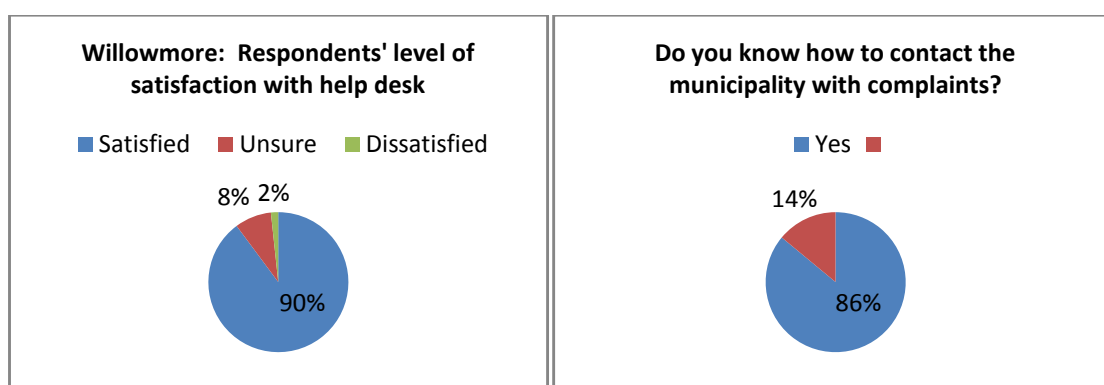




Findings

- 75% of Respondents are satisfied with ward committees
- The majority of respondents are familiar with their ward councillor (73%)
- 78% of Respondents don't know who their ward committee representative is
- The majority of respondents don't know their CDW (90%)

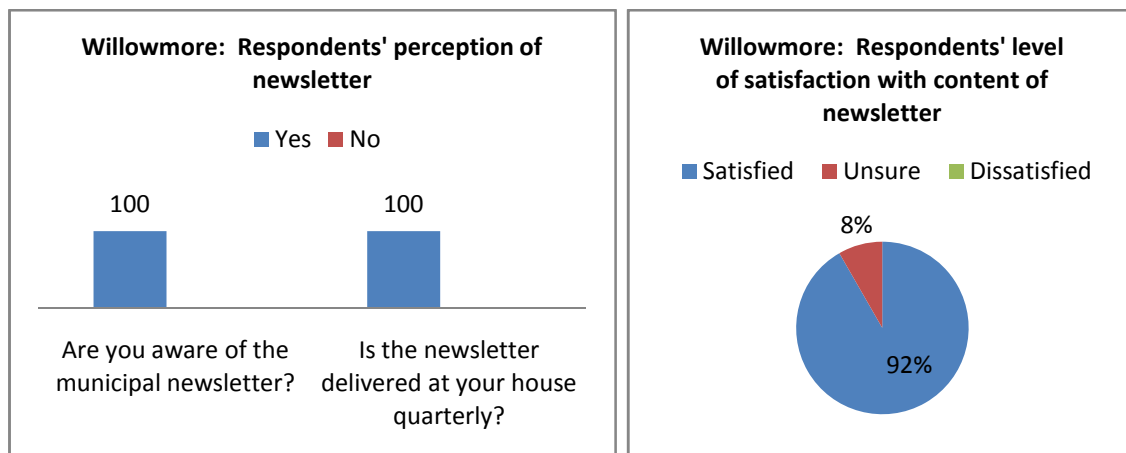
c) Help Desk



Findings

- The majority of respondents know how to contact the municipality with complaints (86%)
- The majority of respondents are satisfied with the help desk (90%)

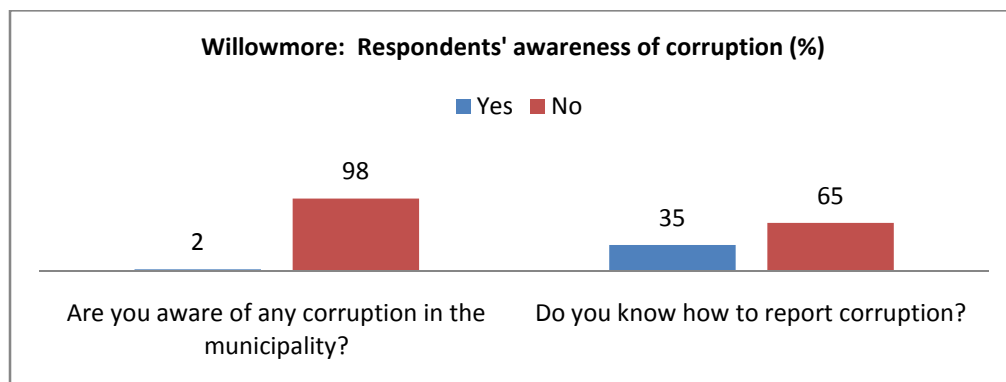
d) Baviaans Newsletter



Findings

- All respondents are aware of the newsletter and have it delivered to their house quarterly
- 92% of Respondents are satisfied with the content of the newsletter

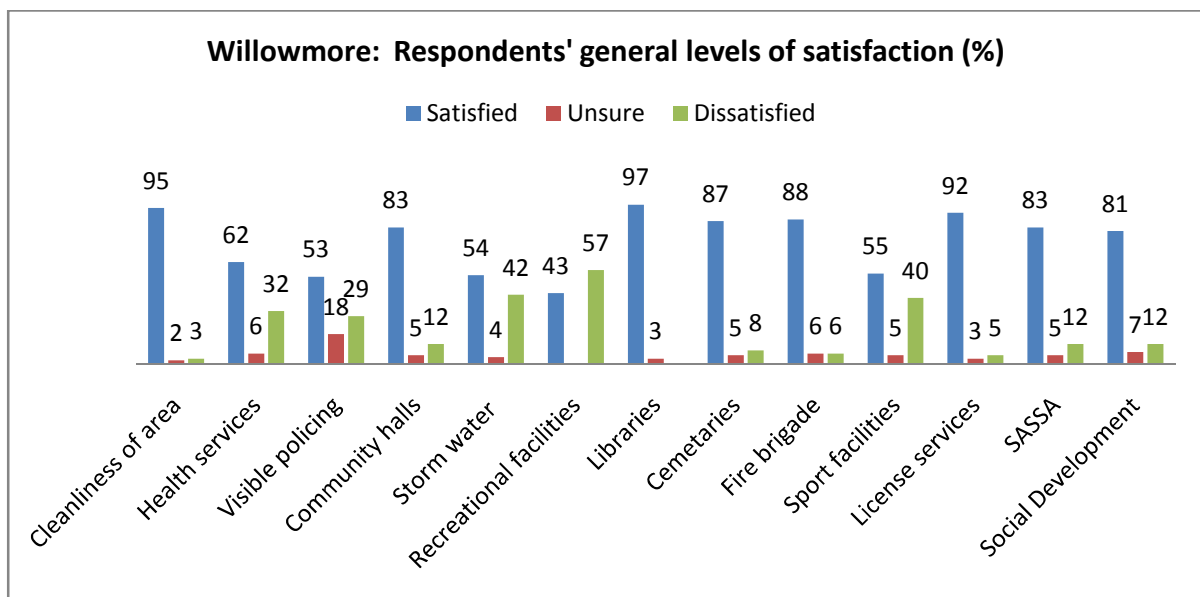
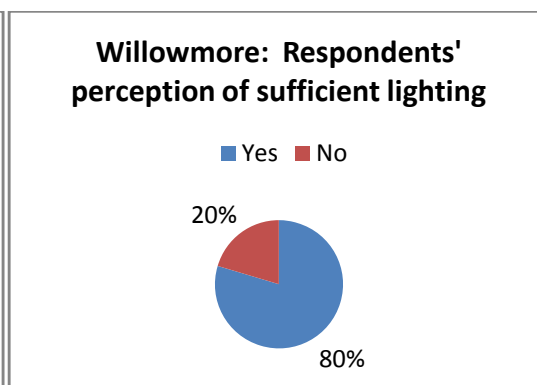
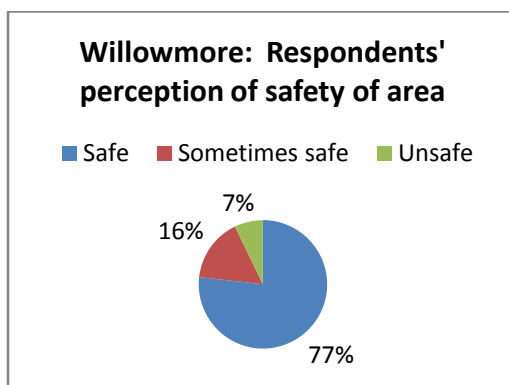
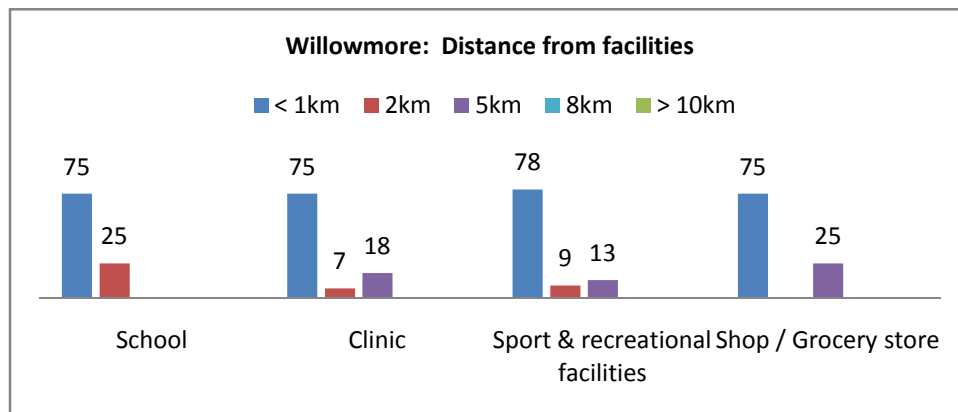
e) Fraud & Corruption



Findings

- 98% of Respondents are not aware of any corruption in the municipality
- 65% of Respondents don't know how to report corruption

Section H: General



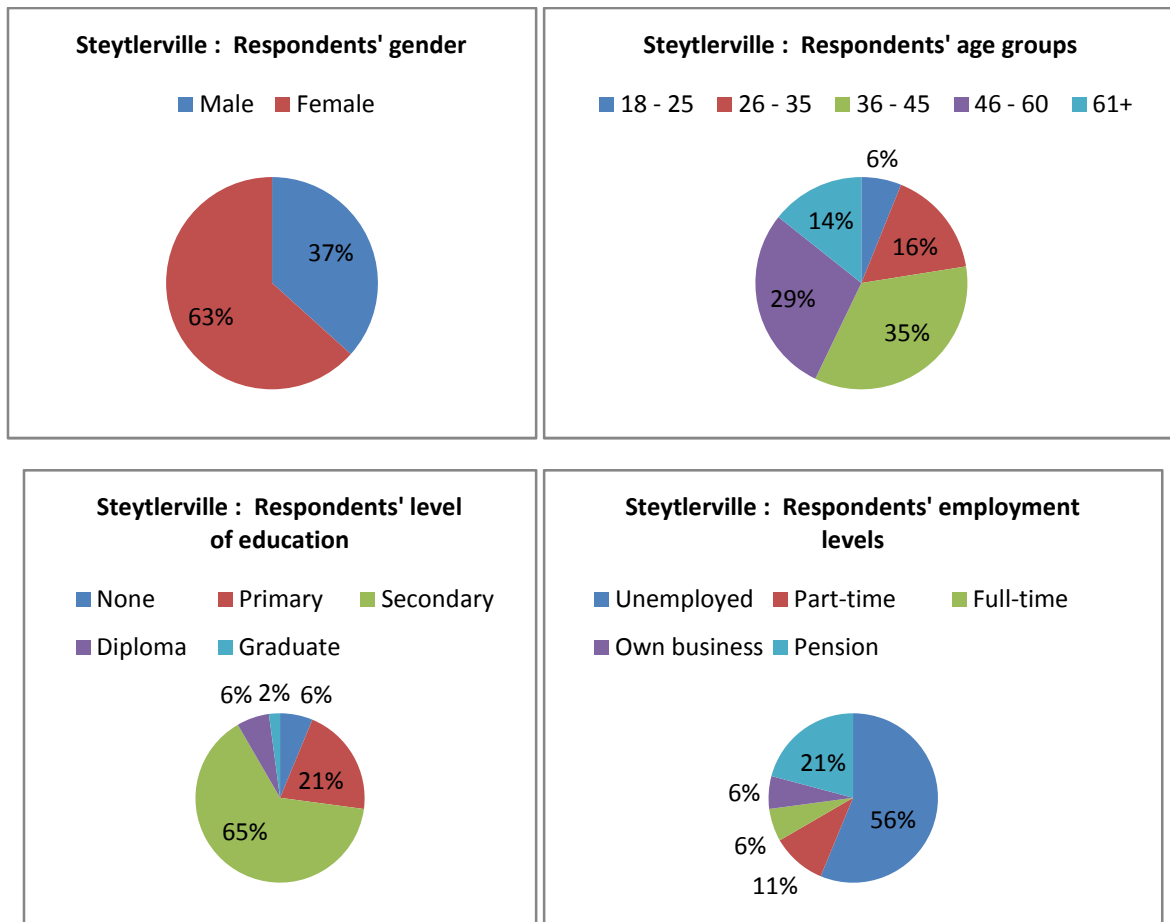
Findings

- The majority of respondents are within 1km from facilities like school, clinic, taxi, sport & recreational facilities and shops (ranging from 75% to 78%)
- 77% of Respondents perceive their area to be safe
- 80% of Respondents feel there is sufficient lighting in their area

- The highest levels of satisfaction is with the cleanliness of area, community halls, libraries, cemeteries, the fire brigade, license services, SASSA and Social Development (ranging from 95% to 81%)
- Respondents are generally satisfied with the, health services, visible policing, , sport facilities
- The majority of respondents are dissatisfied with recreational facilities

3. CUSTOMER SATISFACTION SURVEY –STEYTLERVILLE

Section A: Demographic Data

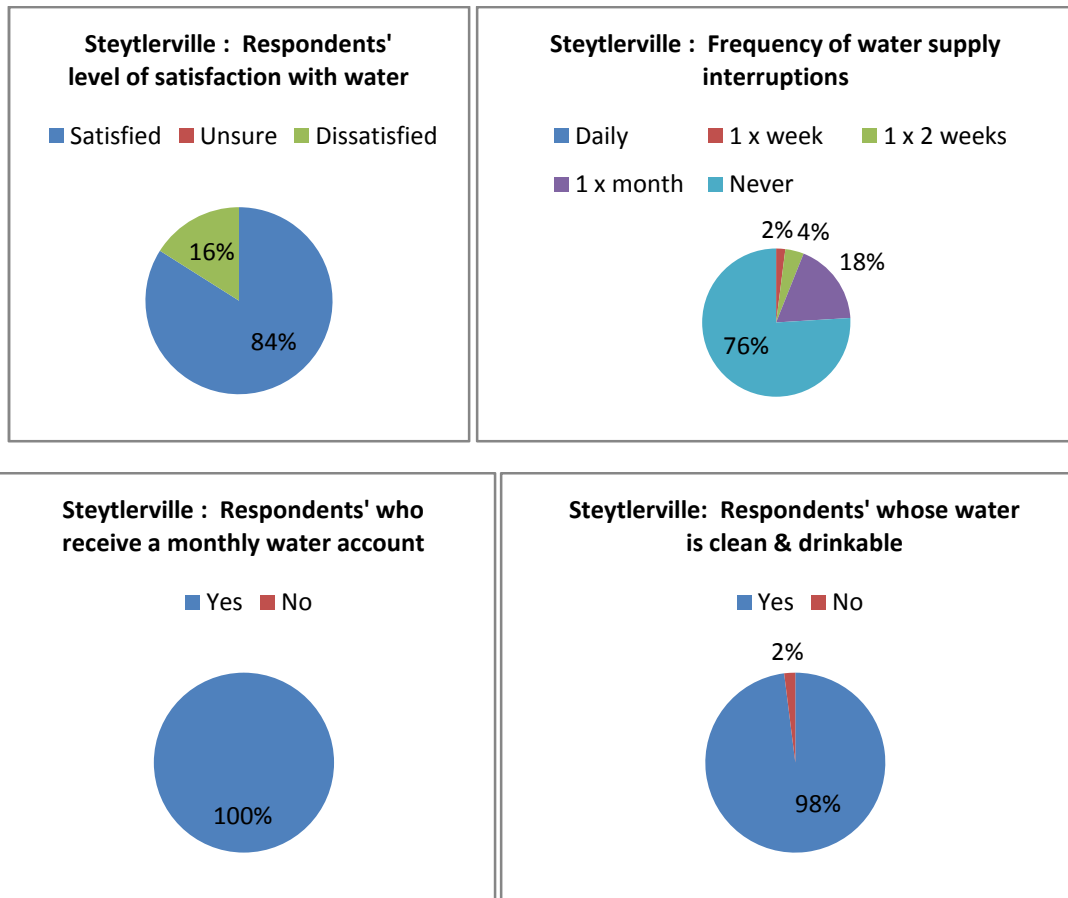


Findings

- 63% of Respondents were female
- The majority of respondents were between the ages 36 - 45 (35%) followed by the age group 46 - 60 (29%)
- The majority of the respondents were unemployed (56%)
- The majority of respondents have a secondary education (65%)

Section B: Service Delivery

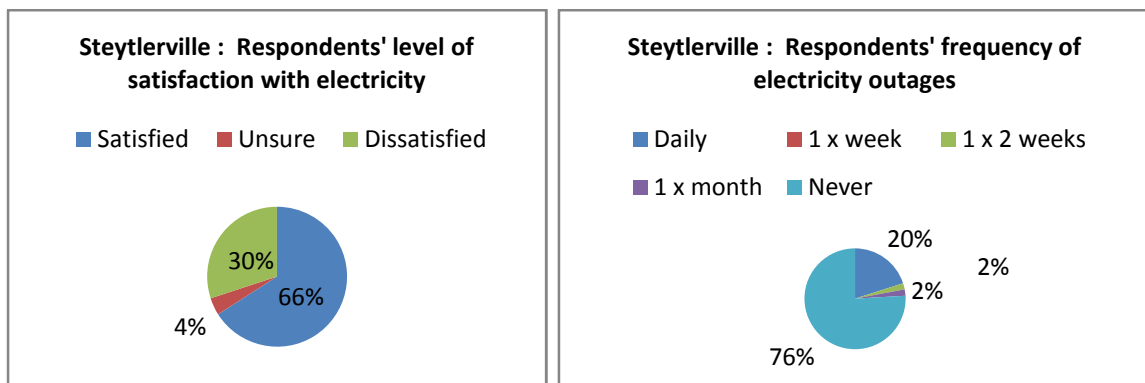
1. Water

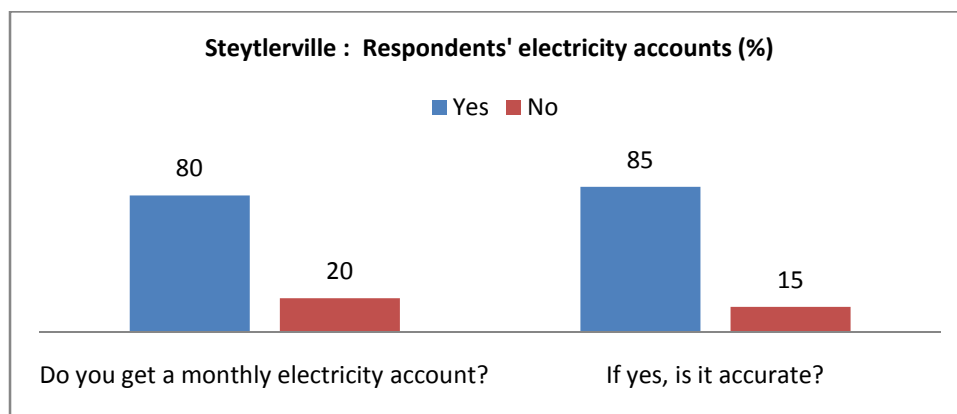


Findings

- The majority of respondents (84%) are satisfied with water service delivery
- 76% of Respondents never have water supply interruptions, 18% of respondents experience water supply interruptions once a month
- All respondents receive monthly water accounts
- 98% of respondents perceive their water to be clean and drinkable

2. Electricity

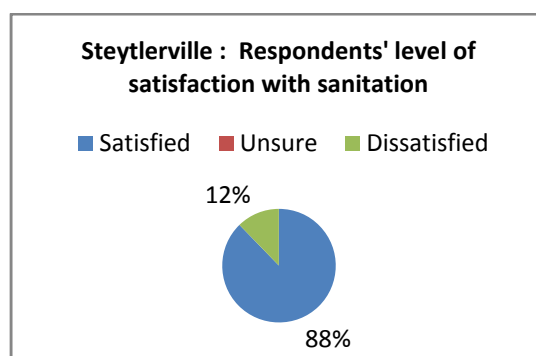




Findings

- 65% of Respondents are satisfied with electricity services
- The majority of respondents (76%) never experience electricity outages
- 85% of the 80% receive accurate electricity accounts

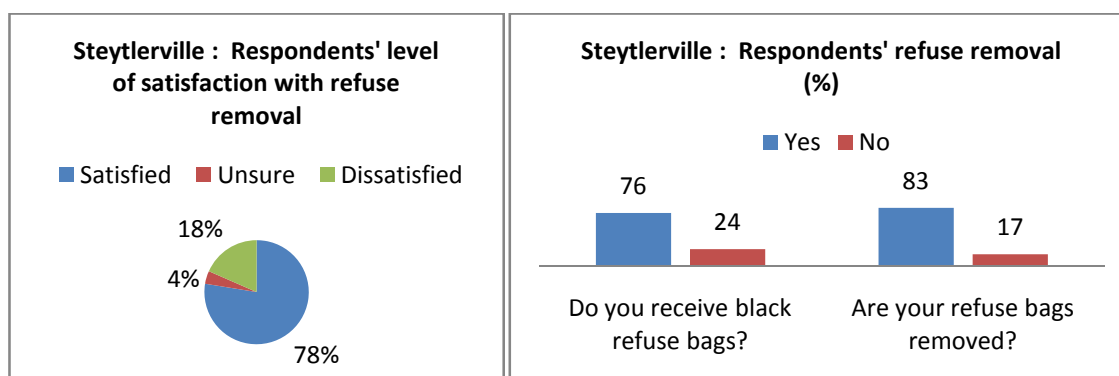
3. Sanitation

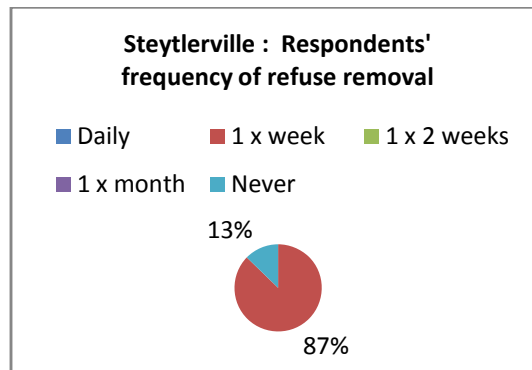


Findings

- The majority of respondents are satisfied with sanitation services (88%), 12% are dissatisfied

4. Refuse Removal

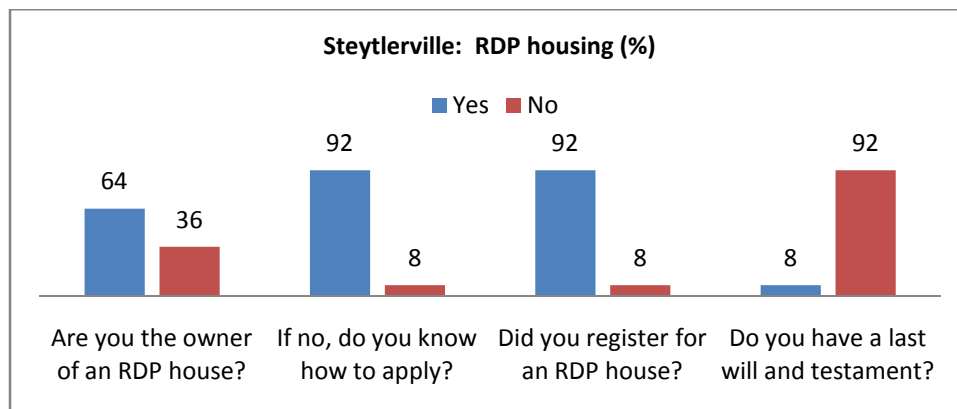




Findings

- Majority of respondents were satisfied with refuse removal (78%)
- 76% of Respondents receive refuse bags
- 83% of Respondents' refuse is removed by the municipality
- 87% of respondents have their refuse removed once a week, 13% never have their refuse removed

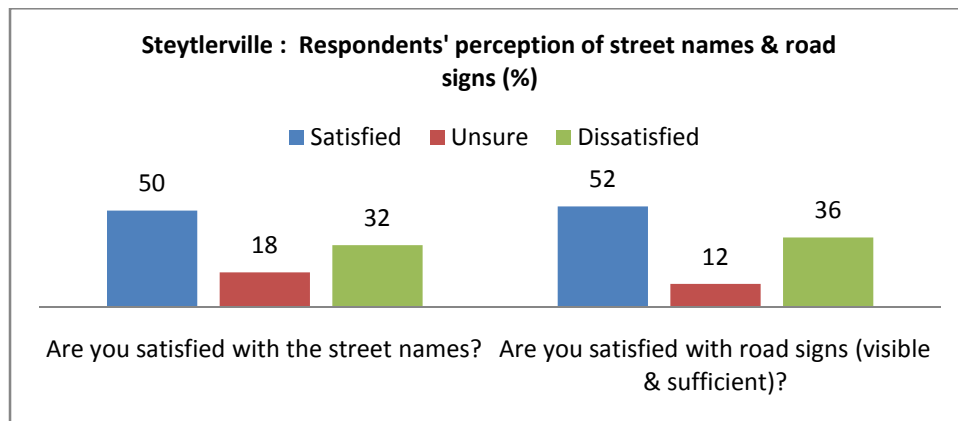
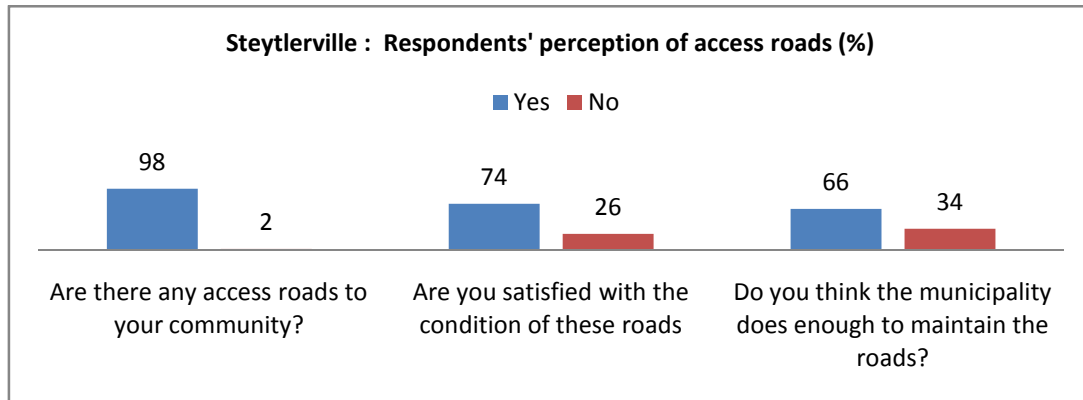
Section C: Housing



Findings

- 64% of Respondents own RDP houses
- 92% of the remaining 36% know how to apply for an RDP house
- All of those who know how to register for an RDP house have done so
- 92% of Respondents don't have a last will and testament

Section D: Roads

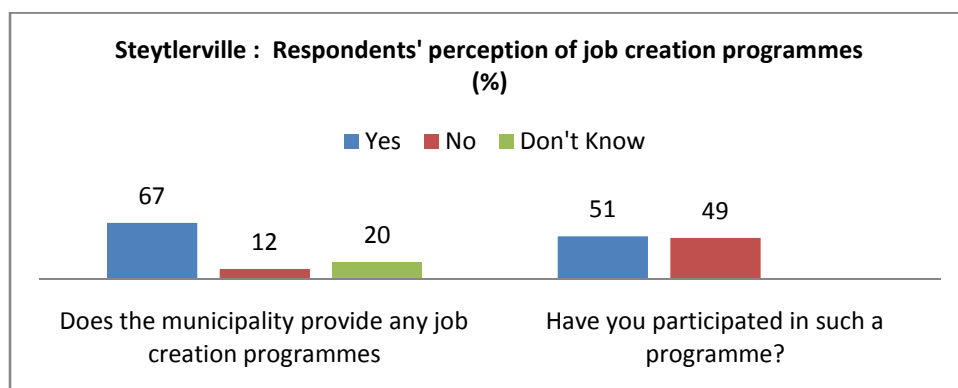


Findings

- 98% of Respondents say there are access roads leading to their communities
- 74% of Respondents are satisfied with the condition of these roads
- 66% of Respondents feel that the municipality does enough to maintain the roads
- 52% of Respondents are satisfied with road signs (visibility & sufficiency)
- 50% of Respondents are satisfied with street names, 32% are dissatisfied

Section E: LED

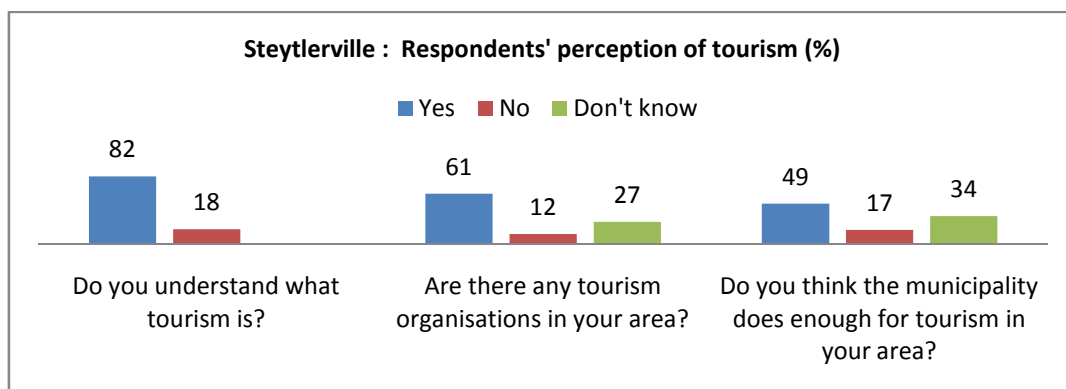
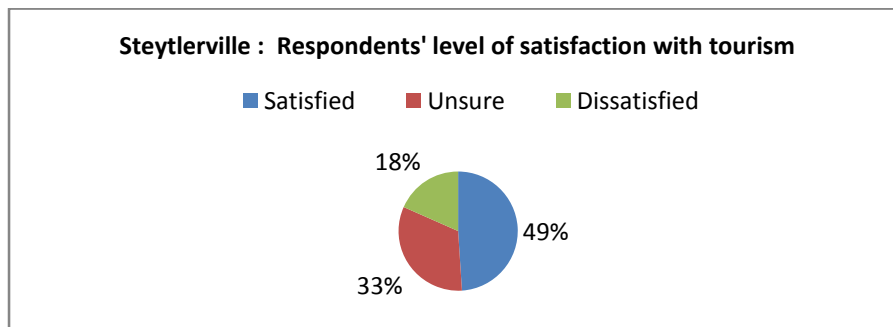
a) Job Creation



Findings

- 67% of Respondents are aware of job creation programmes
- 51% of Respondents have participated in job creation programmes

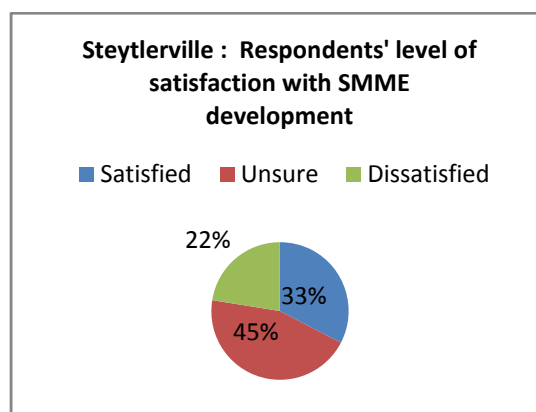
b) Tourism

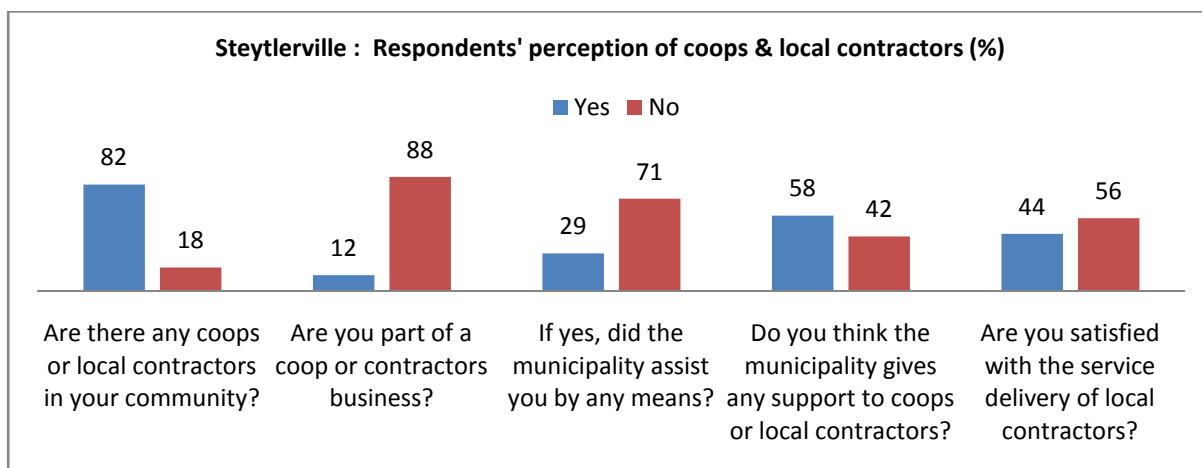


Findings

- The majority of respondents are unsure of their level of satisfaction with tourism (49%), 33% are unsure
- 80% of Respondents understand what tourism is
- 61% of Respondents are aware of tourism organisations in their areas
- 49% think the municipality does enough for tourism in the area

c) SMME development

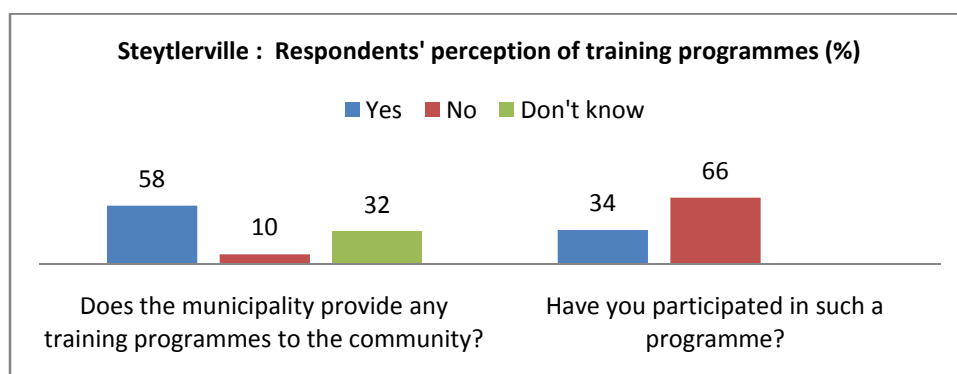




Findings

- The majority of respondents are unsure about SMME development (45%), 33% are satisfied
- 82% of Respondents are aware of cooperatives & local contractors in their communities
- The majority of respondents (88%) are not part thereof
- 29% of Respondents who are part of cooperatives or local contractors say the municipality has assisted them in some way
- 58% of respondents think the municipality does enough for cooperatives and local contractors
- The majority of respondents (56%) are dissatisfied with the services of local contractors

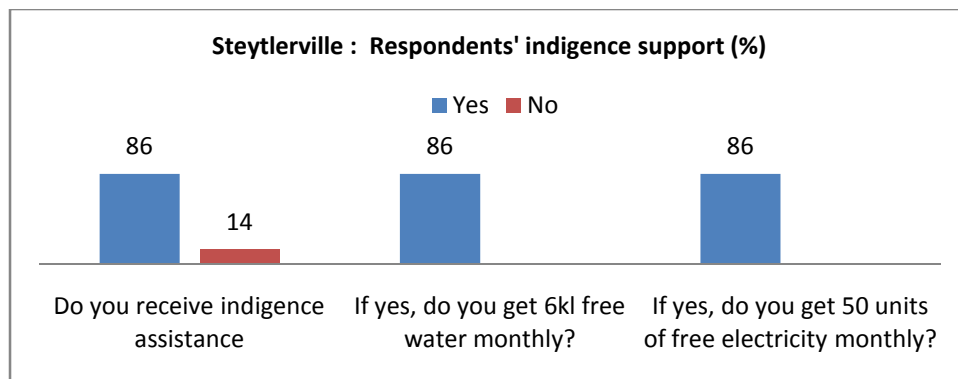
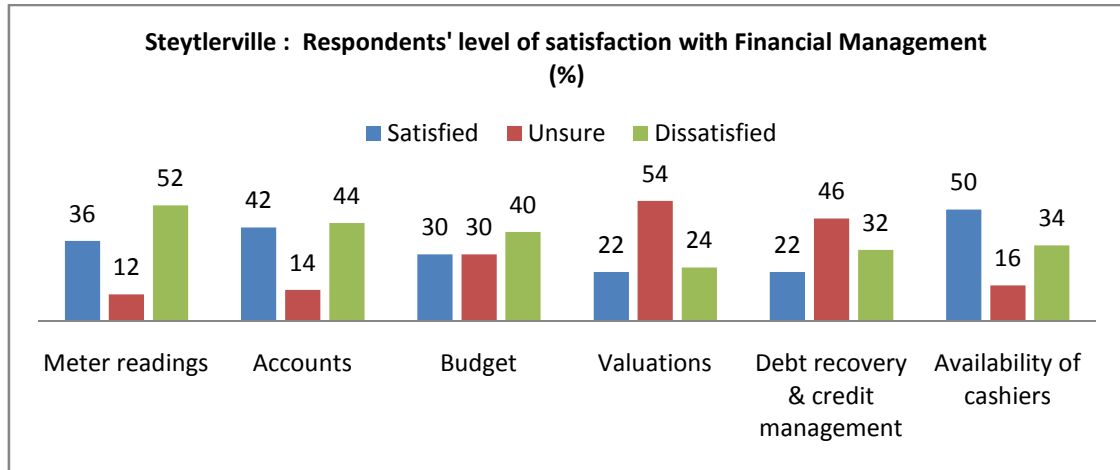
d) Training programmes



Findings

- 58% of Respondents are aware of training programmes provided by the municipality
- The majority (66%) of respondents have not participated in training programmes

Section F: Financial Management

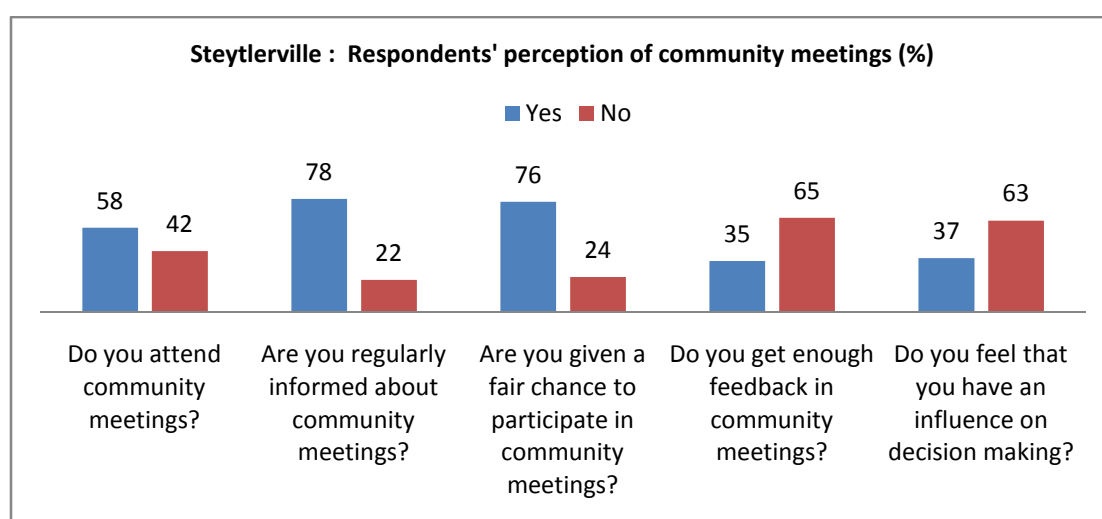
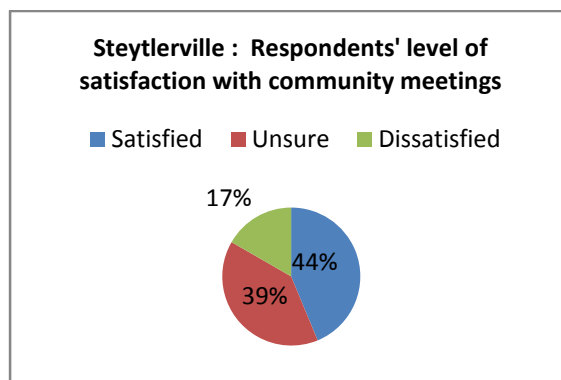


Findings

- The majority of respondents are dissatisfied with meter readings, accounts and the budget
- The majority of respondents are unsure about valuations and debt recovery & credit management
- The majority of respondents are satisfied with availability of cashiers (50%)
- 86% of Respondents receive indigent support. All of the aforementioned receive 6kl free water monthly

Section F: Good Governance & Public Participation

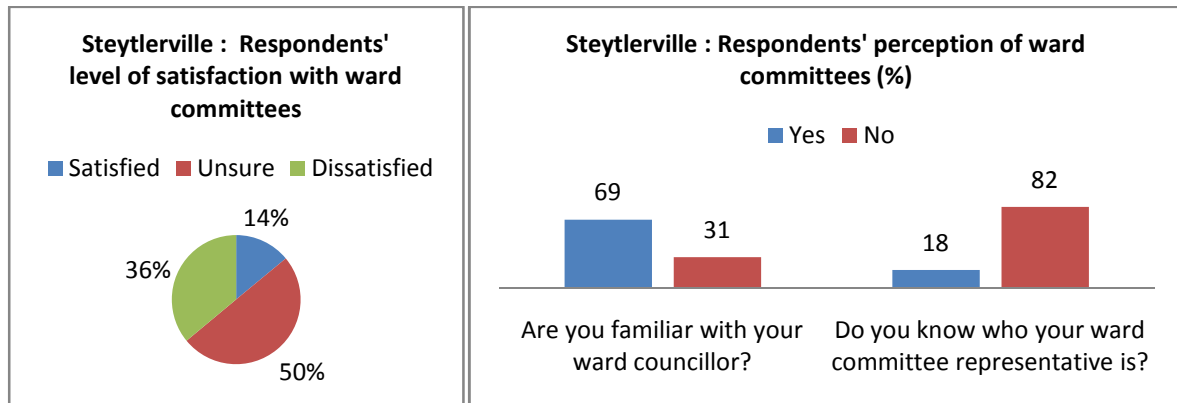
a) Community meetings



Findings

- 44% of Respondents are satisfied with community meetings, 39% are unsure
- The majority of respondents attend community meetings (58%)
- The majority of respondents are regularly informed about community meetings (78%)
- 76% of Respondents feel that they are given a fair chance to participate in community meetings
- 65% of Respondents feel that they don't get enough feedback in community meetings
- The majority of respondents feel they don't have an influence on decision making (63%)

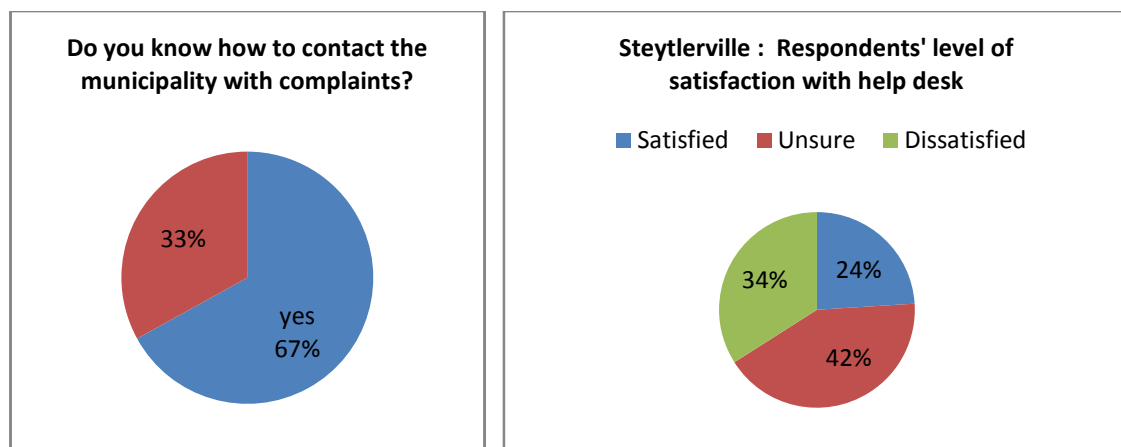
b) Ward Committees



Findings

- The majority of respondents are unsure about ward committees(50%), 36% are dissatisfied
- The majority of respondents are familiar with their ward councillor (69%)
- 82% of Respondents don't know who their ward committee representative is

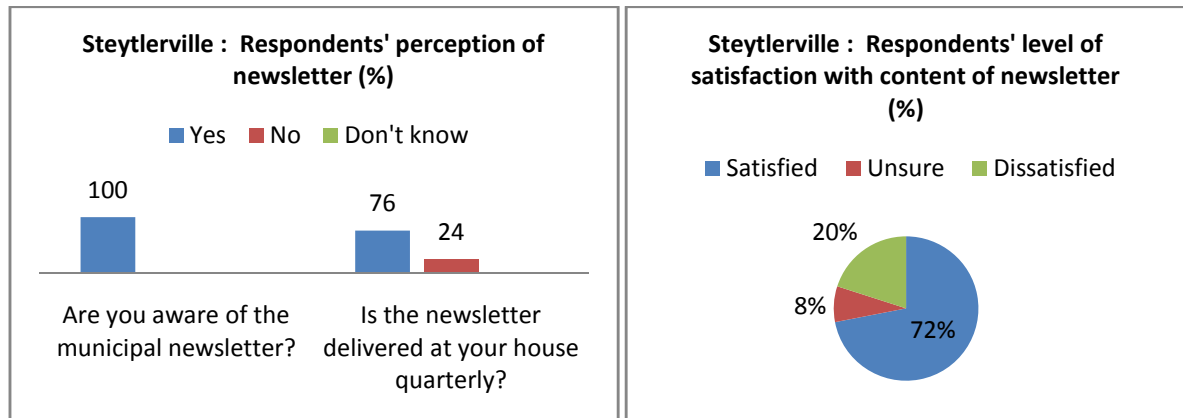
c) Help Desk



Findings

- The majority of respondents know how to contact the municipality with complaints (67%)
- 42% of Respondents are unsure of their level of satisfaction with the Help Desk, while 34% are dissatisfied

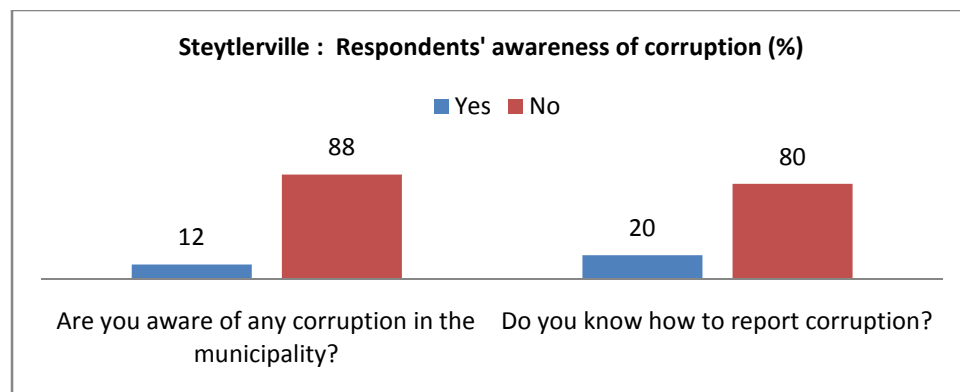
d) Baviaans Newsletter



Findings

- All respondents are aware of the newsletter
- 76% of Respondents say the newsletter is delivered to their houses quarterly
- 72% of Respondents are satisfied with the content of the newsletter, 20% are dissatisfied

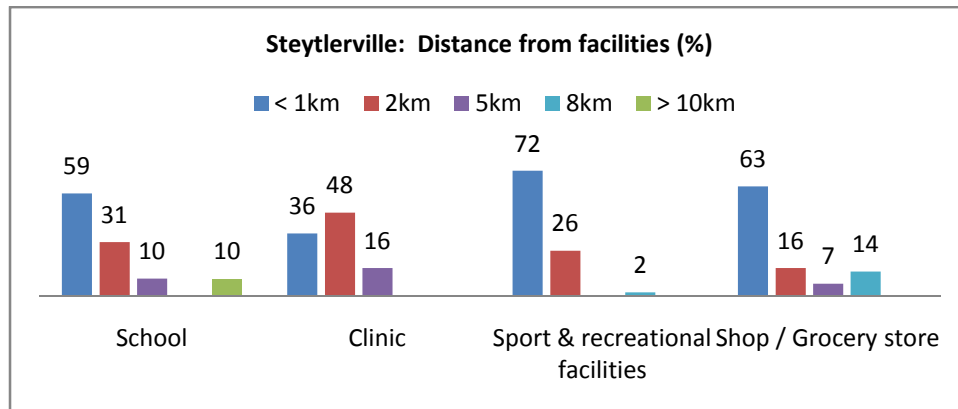
e) Corruption and Fraud



Findings

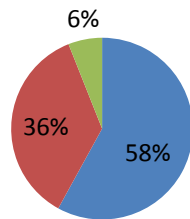
- 88% of Respondents are not aware of corruptions
- The majority of respondents (80%) don't know how to report corruptions

Section H: General



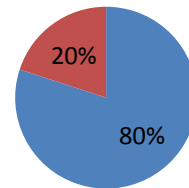
Steytlerville : Respondents' perception of safety of area

Legend: Safe (Blue), Sometimes safe (Red), Unsafe (Green)



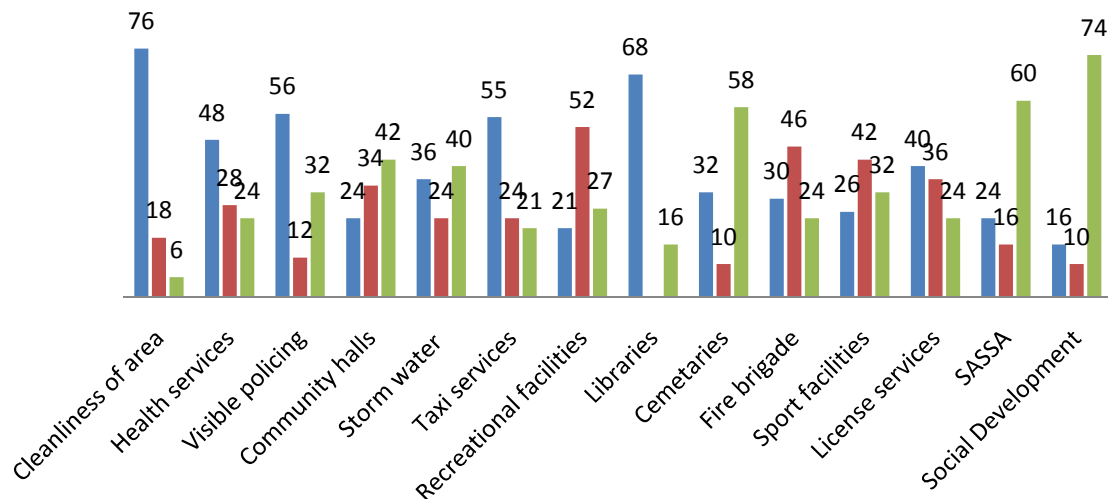
Steytlerville : Respondents' perception of sufficient lighting

Legend: Yes (Blue), No (Red)



Steytlerville : Respondents' general levels of satisfaction (%)

Legend: Satisfied (Blue), Unsure (Red), Dissatisfied (Green)

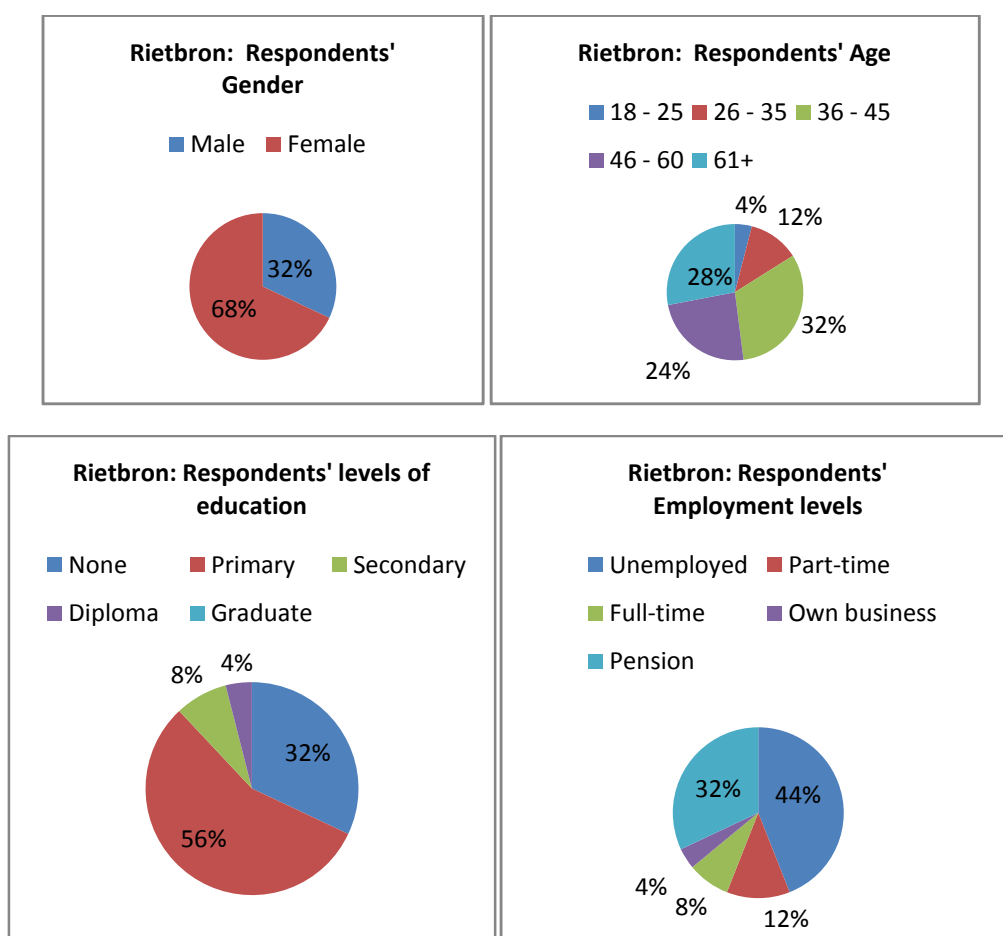


Findings

- The majority of respondents are within 1 km from facilities like school, shops, sport & recreational facilities and the grocery store
- 48% of Respondents are 2km from the clinic
- The majority of respondents perceive their area to be safe (58%) with sufficient lighting (80%)
- The majority of respondents are satisfied with the cleanliness of areas, health services, visible policing, taxi services and libraries, sport facilities
- Respondents are generally dissatisfied with community halls, storm water management, cemeteries, recreational facilities, cemeteries, SASSA and Social Development
- Respondents were unsure about the fire brigade and license services

4. CUSTOMER SATISFACTION SURVEY – RIETBRON

Section A: Demographic Data



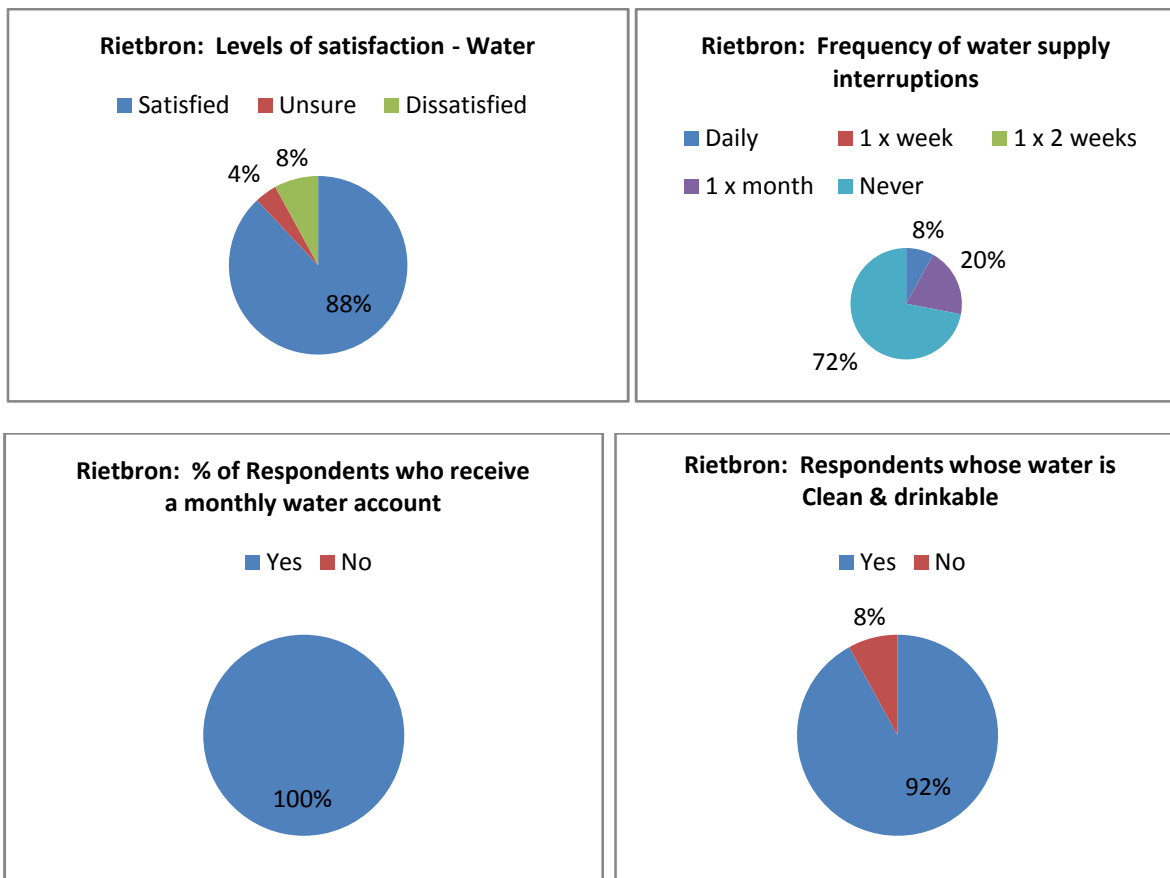
Findings

- The majority of respondents were female (68%)

- The majority of respondents were between 36 and 45 years old
- 56% of Respondents have a primary education, 32% none
- The majority of respondents were unemployed, with 32% of the respondents receiving pension

Section B: Service Delivery

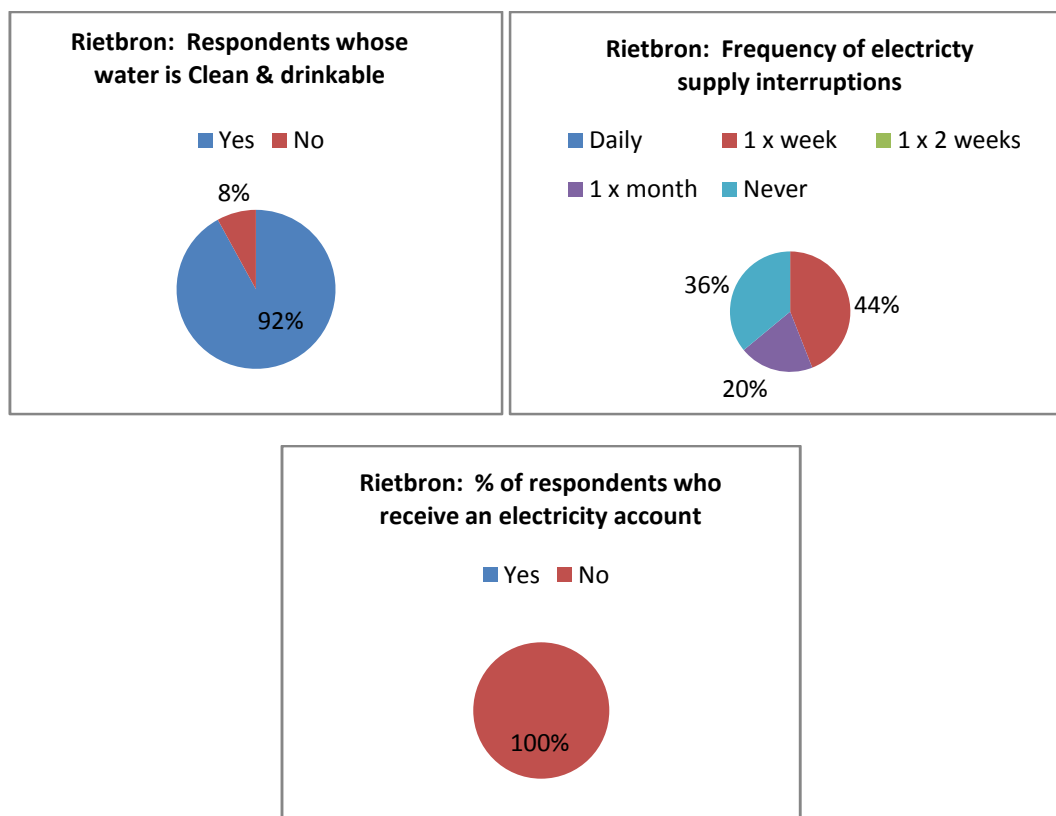
1. Water



Findings

- 88% of respondents are satisfied with water services
- The majority of respondents (72%) never experience water supply interruptions and 20% experience water supply interruptions once a month
- All respondents receive a monthly water account
- 92% of respondents' water is clean and drinkable

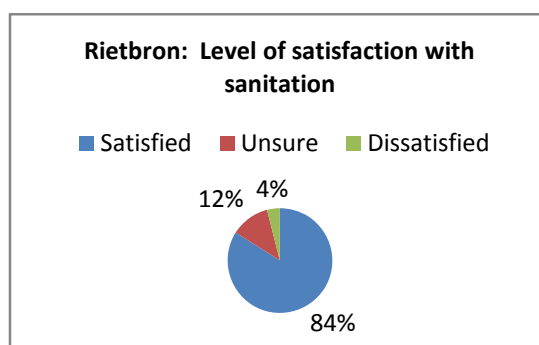
2. Electricity



Findings

- 92% of Respondents are satisfied with electricity services
- 44% of respondents experience electricity outages once a week, 36% never experience interruptions
- None of the respondents receive monthly electricity accounts

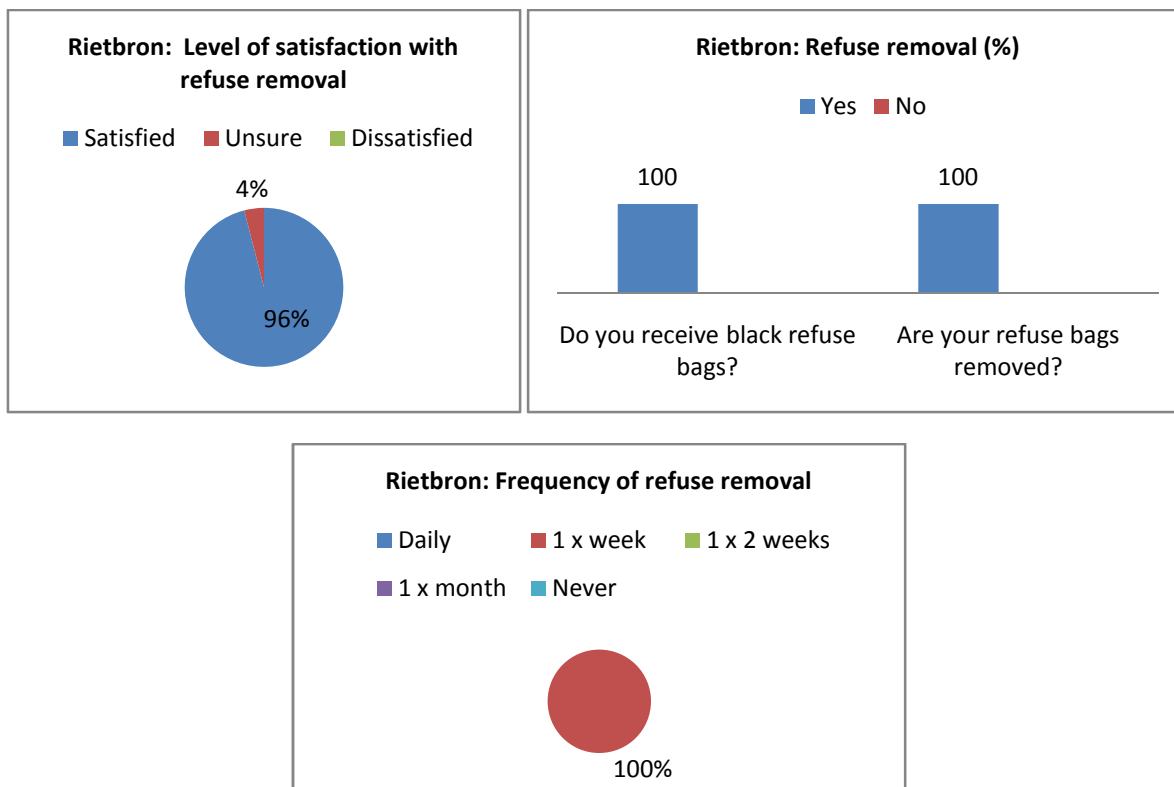
3. Sanitation



Findings

- 84% of Respondents are satisfied with sanitation services

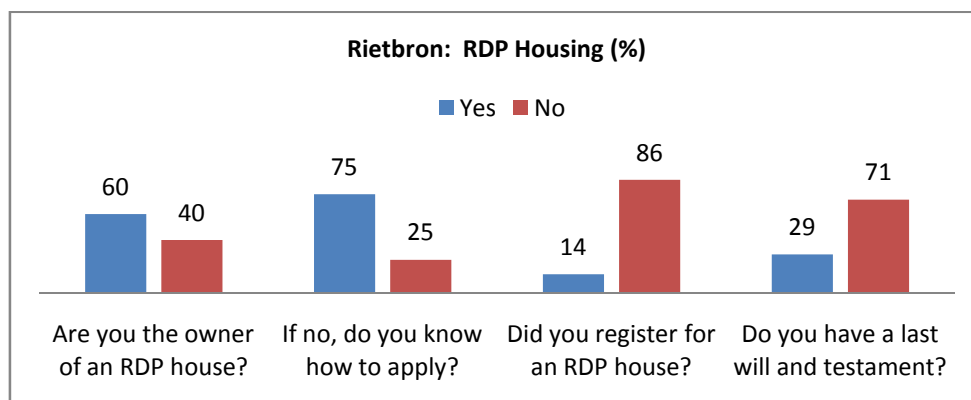
4. Refuse Removal



Findings

- The majority (96%) of respondents are satisfied with refuse removal services
- All respondents say their refuse is removed once a week
- All respondents receive refuse bags from the municipality
- All respondents' refuse bags are removed by the municipality

Section C: Housing



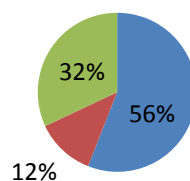
Findings

- 60% of respondents own an RDP house
- 75% of the remaining 40% know how to apply for an RDP house of which 14% applied
- 71% of respondents do not have a last will and testament

Section D: Roads

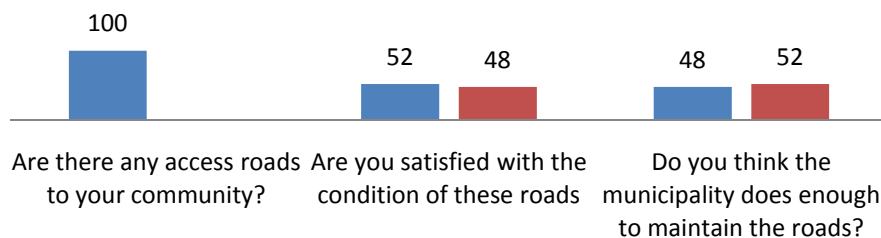
Rietbron: Level of satisfaction with road condition

■ Satisfied ■ Unsure ■ Dissatisfied



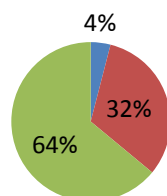
Rietbron: Respondents' perception of Access Roads (%)

■ Yes ■ No



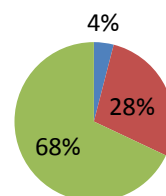
Rietbron: Level of satisfaction with street names

■ Satisfied ■ Unsure ■ Dissatisfied



Rietbron: Level of satisfaction with road signs

■ Satisfied ■ Unsure ■ Dissatisfied



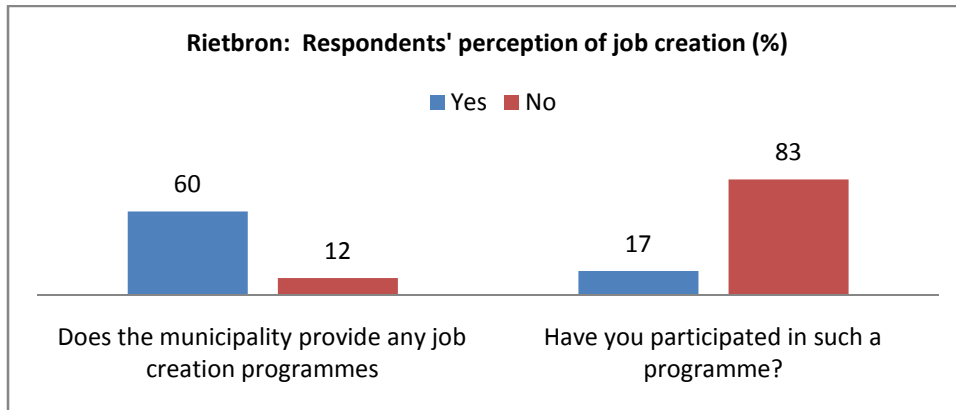
Findings

- 56% of Respondents are satisfied with the condition of these roads, 32% are dissatisfied
- All respondents say there are access roads leading to their communities

- 52% are satisfied with the condition of access roads
- 48% of Respondents feel that the municipality does enough to maintain the roads
- 68% of Respondents are dissatisfied with road signs (visibility & sufficiency)
- 64% of Respondents are dissatisfied with street names

Section E: LED

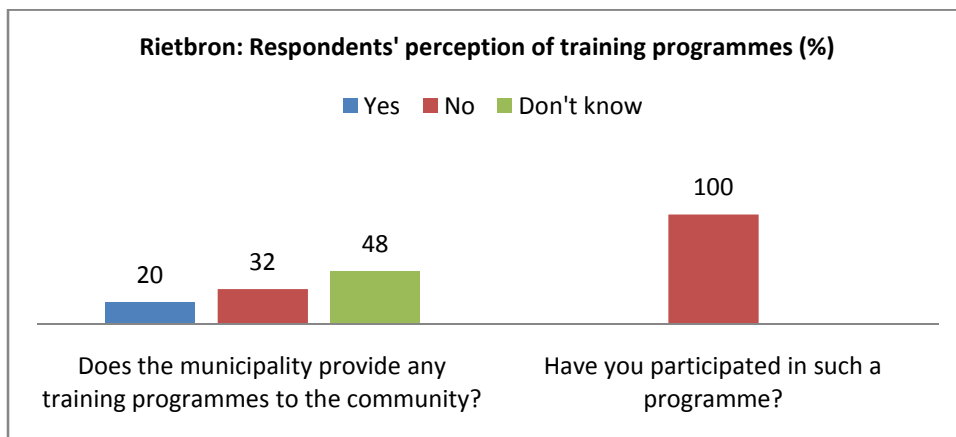
a) Job Creation



Findings

- 60% of Respondents are aware of job creation programmes
- 83% of Respondents have not participated in job creation programmes

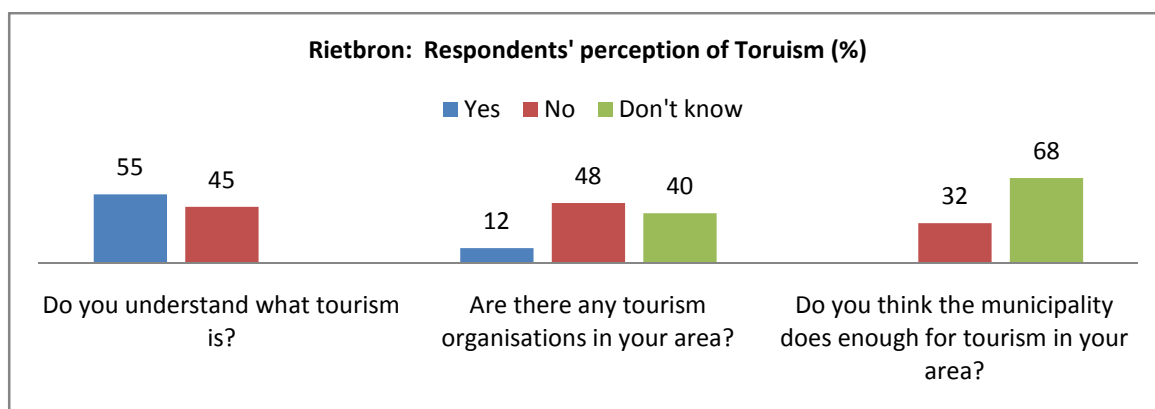
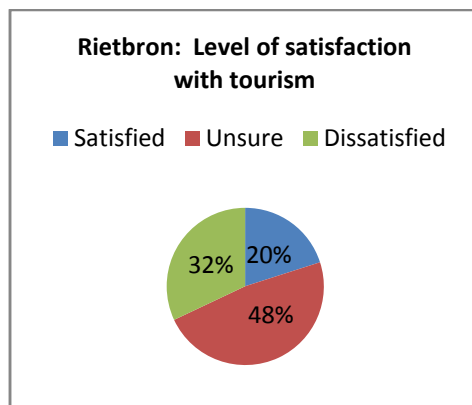
b) Training programmes



Findings

- 20% of Respondents are aware of training programmes provided by the municipality
- None of the respondents have participated in training programmes

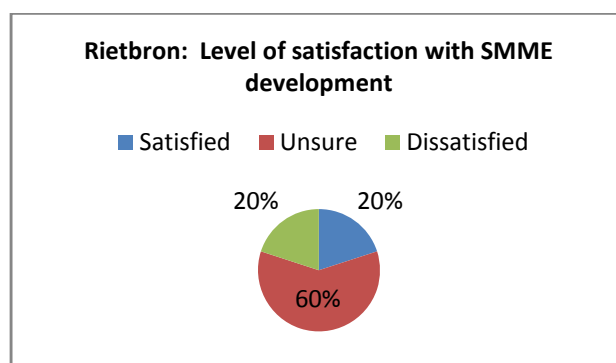
c) Tourism

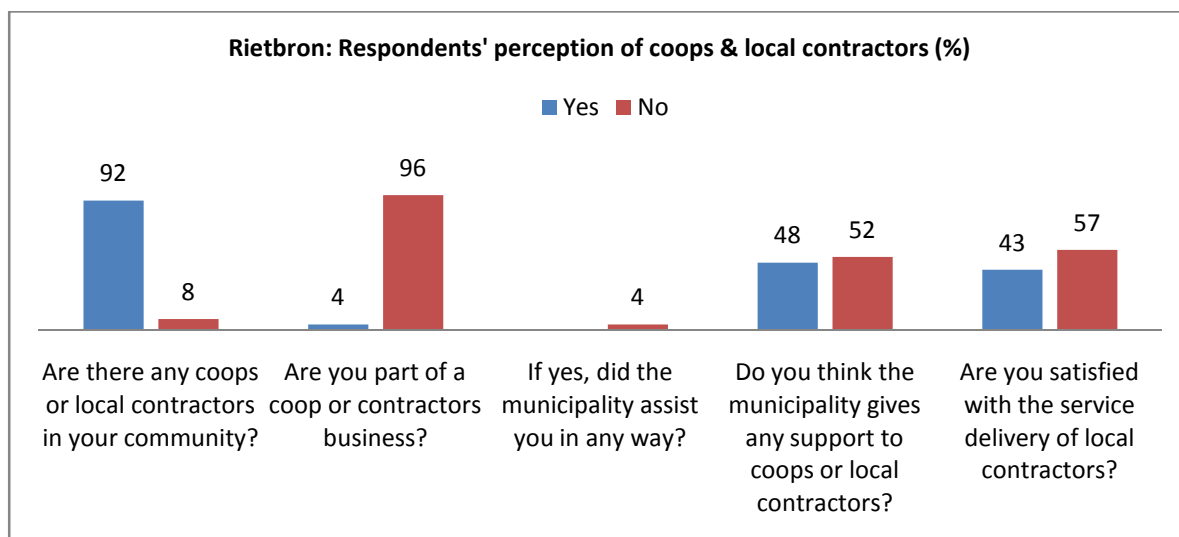


Findings

- The majority of respondents are unsure of their level of satisfaction with tourism (48%)
- The majority of respondents understand what tourism is (55%)
- The majority of respondents don't know if there are any tourism organisations in their areas or whether the municipality does enough for tourism in the area

d) SMME Development

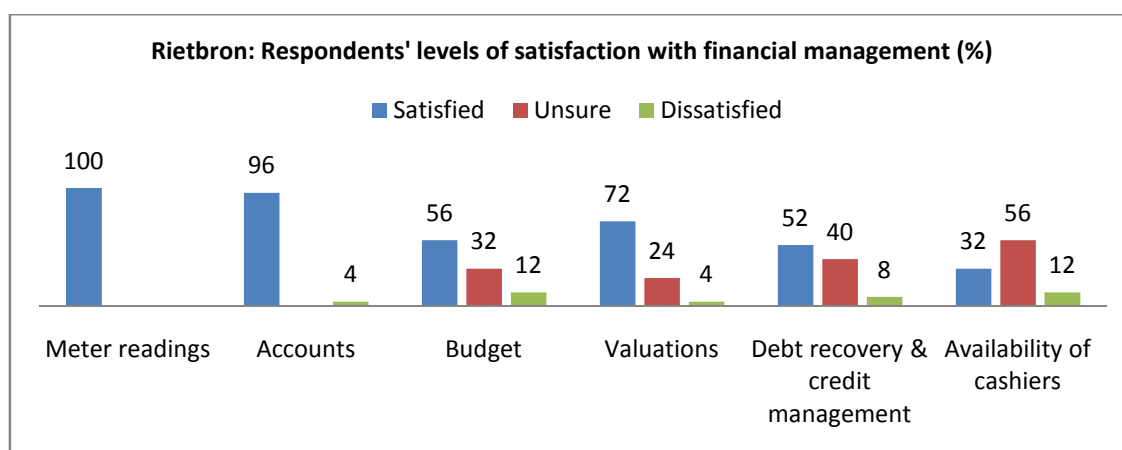


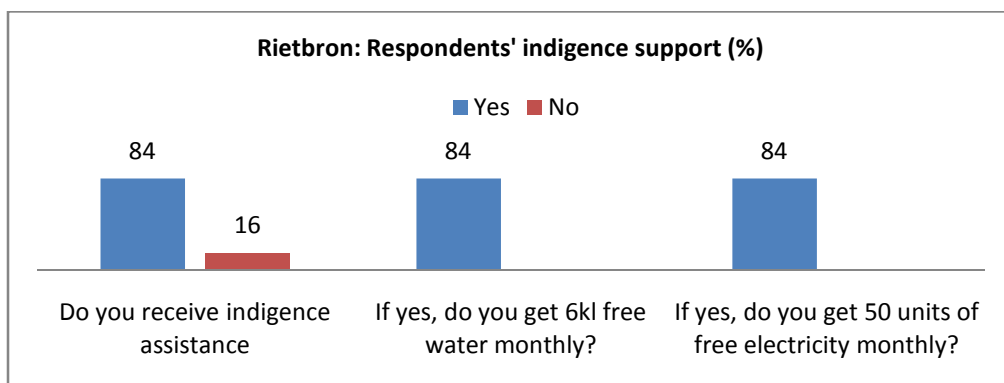


Findings

- 60% of Respondents are unsure about SMME development
- 92% of Respondents are aware of cooperatives & local contractors in their communities
- The majority of respondents (96%) are not part thereof
- All the respondents who are part of cooperatives or local contractors say the municipality didn't has assisted them in any way
- The respondents are divided about whether they think the municipality does enough for cooperatives and local contractors – 48% say yes and 55% say no
- The majority of respondents (57%) are dissatisfied with the services of local contractors

Section F: Financial Management



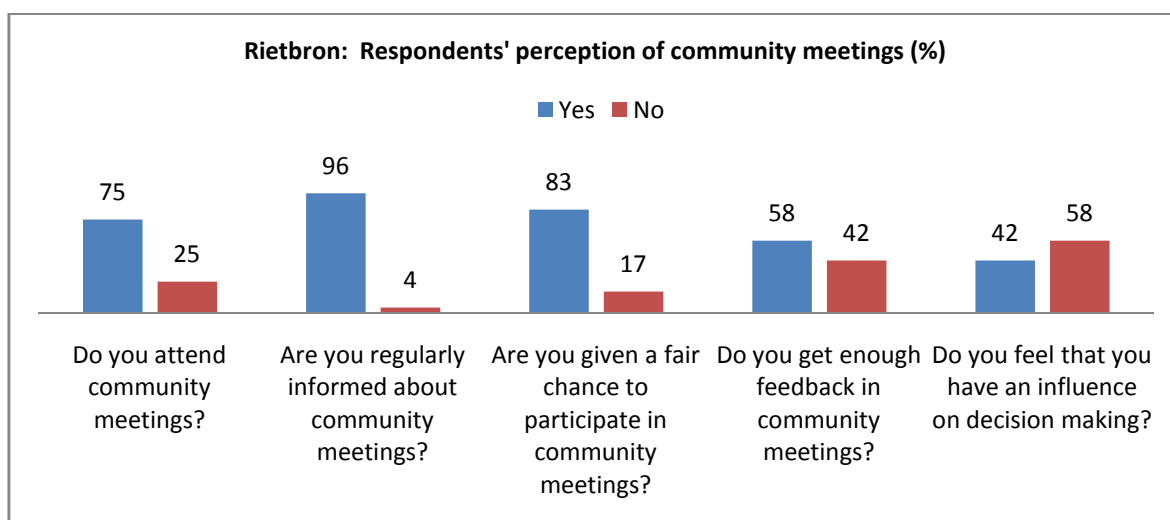
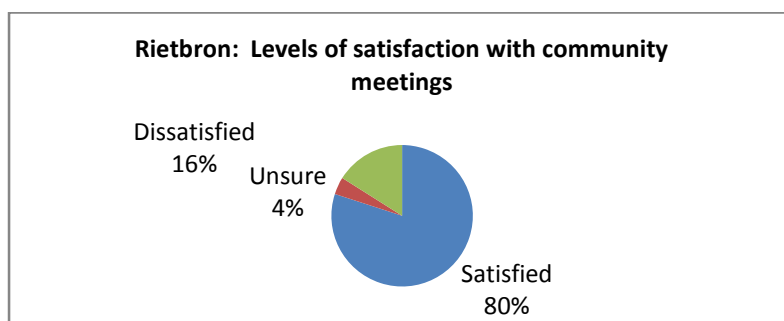


Findings

- All respondents are satisfied with meter readings
- The majority of respondents are satisfied with accounts (96%), budget (56%), debt recovery (52%) and valuations (72%)
- 56% of Respondents are unsure of the availability of cashiers
- 84% of Respondents receive indigent support. 100% of the 92% receive free water (6kl) and electricity (50 units) monthly

Section F: Good Governance & Public Participation

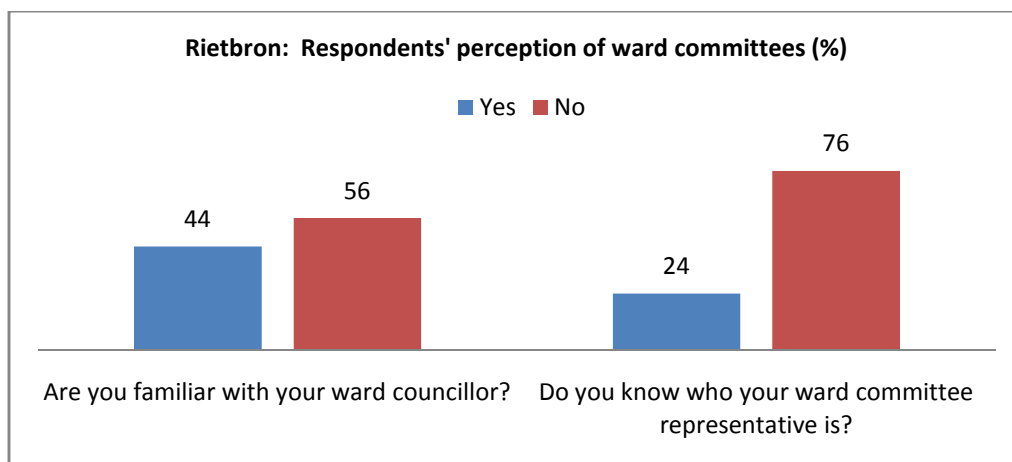
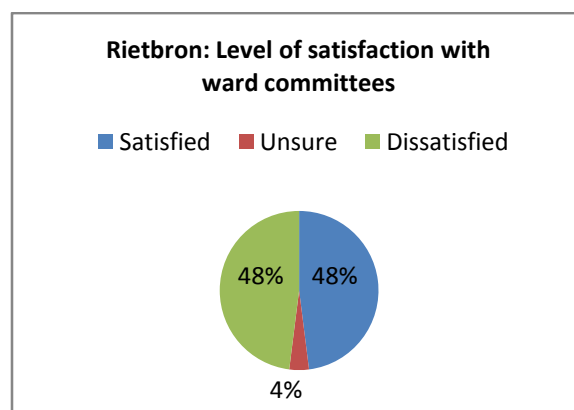
a) Community meetings



Findings

- The majority (80%) of respondents are satisfied with community meetings
- The majority of respondents attend community meetings (75%)
- The majority of respondents are regularly informed about community meetings (96%)
- 83% of Respondents feel that they are given a fair chance to participate in community meetings
- 58% of Respondents feel that they get enough feedback in community meetings with 42% who feel they don't
- The majority of respondents feel they don't have an influence on decision making (58%)

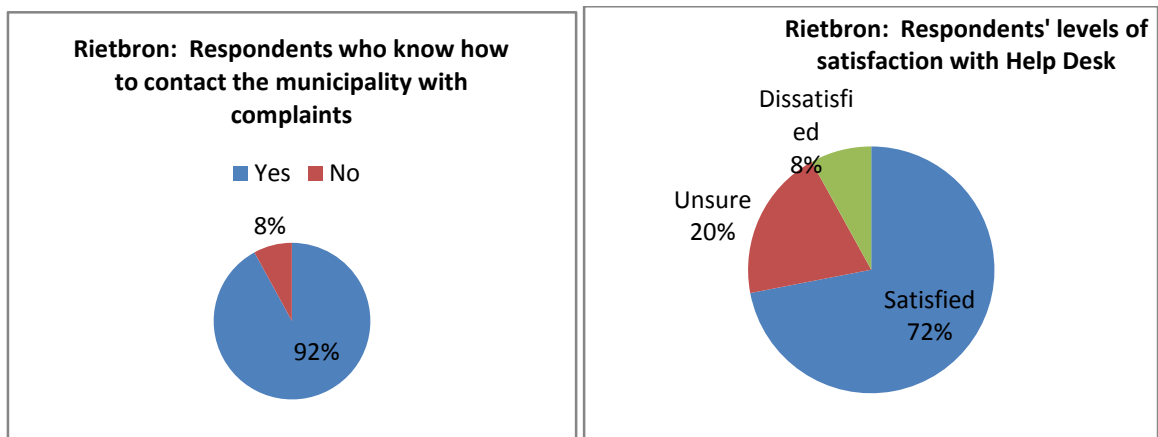
b) Ward Committees



Findings

- 48% of Respondents are satisfied with ward committees with 48% dissatisfied
- The majority of respondents don't know their ward councillor (56%) or their ward committee representative (76%)

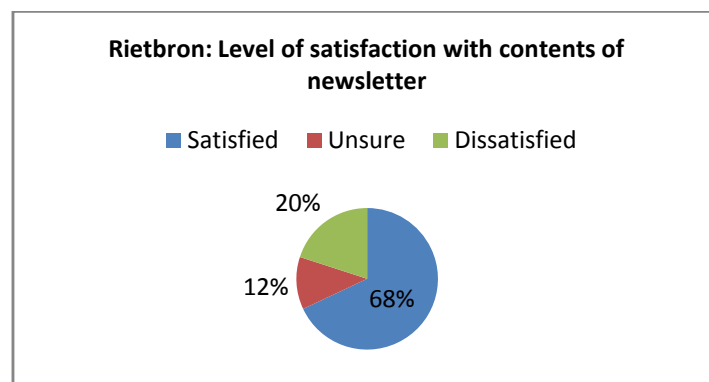
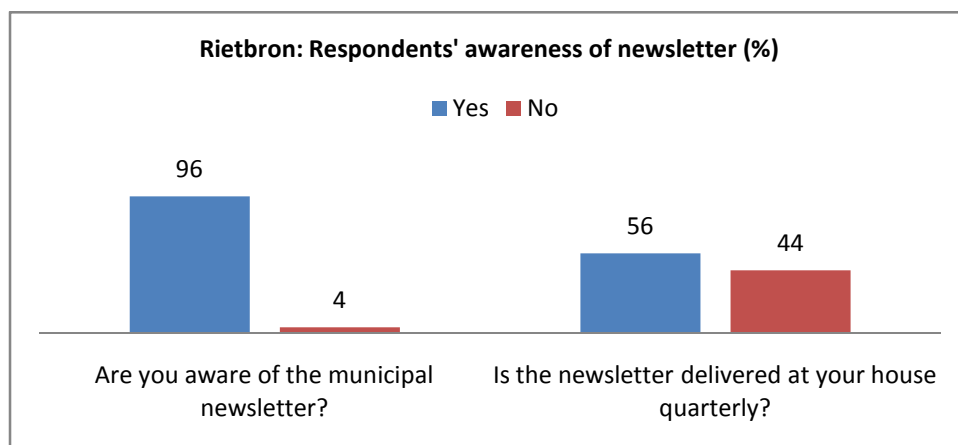
c) Help Desk



Findings

- The majority of respondents know how to contact the municipality with complaints (92%)
- 72% of Respondents are satisfied with the Help Desk

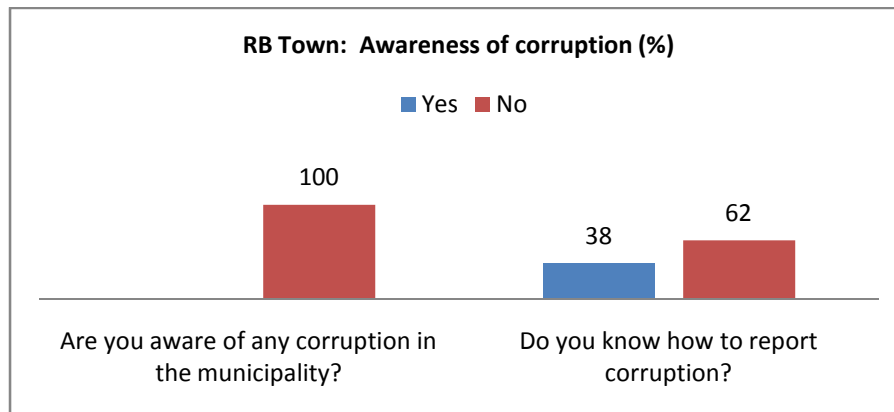
d) Baviaans Newsletter



Findings

- 96% of Respondents are aware of the newsletter
- 56% of Respondents say the newsletter is delivered to their houses quarterly
- 68% of Respondents are satisfied with the content of the newsletter

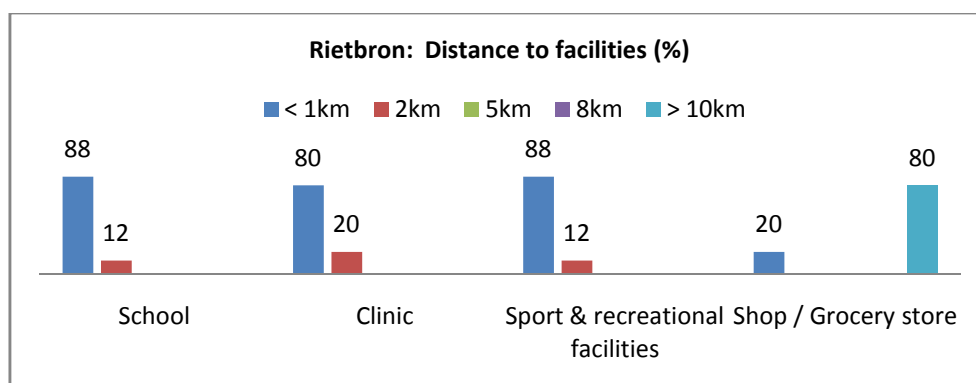
e) Fraud & Corruption

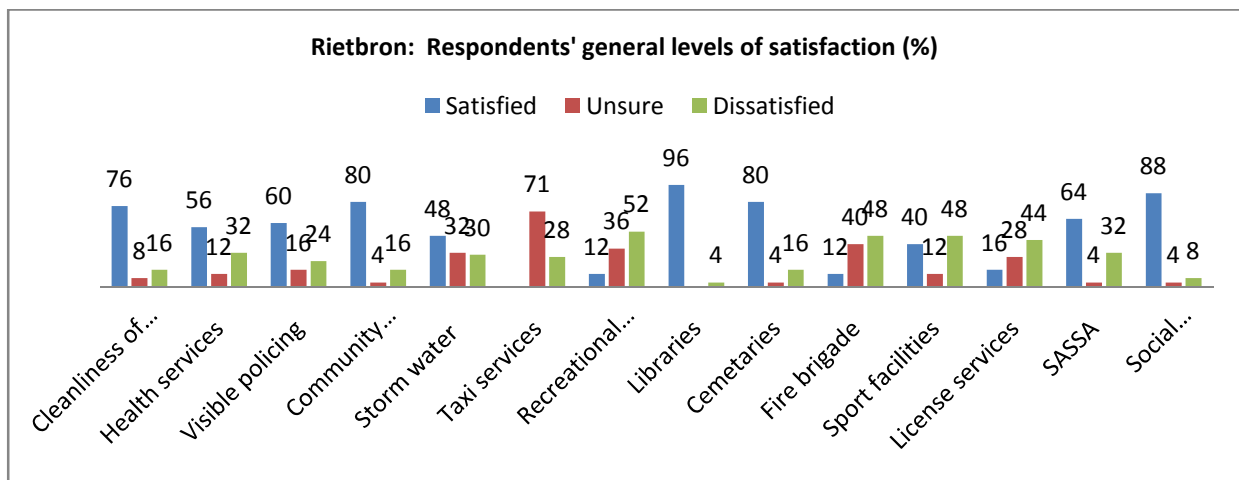
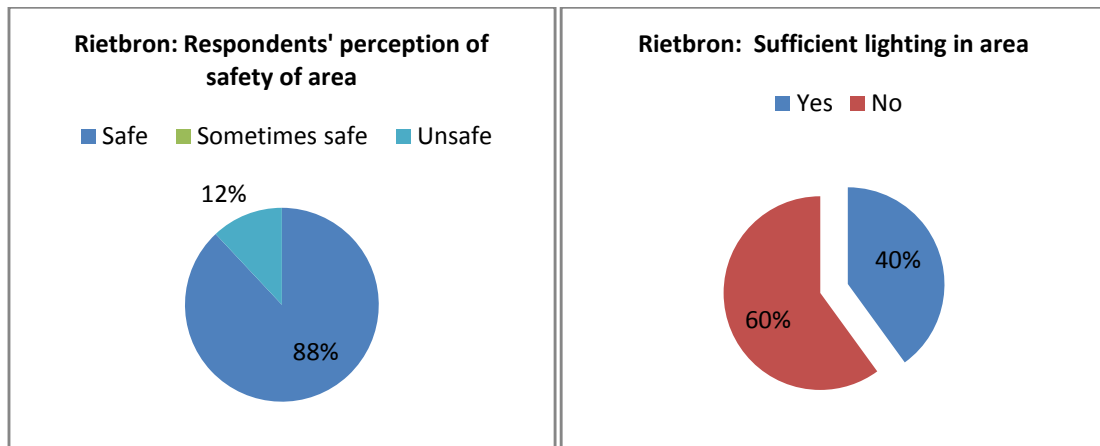


Findings

- None of the Respondents are not aware of corruptions
- The majority of respondents (62%) don't know how to report corruption

Section C: General



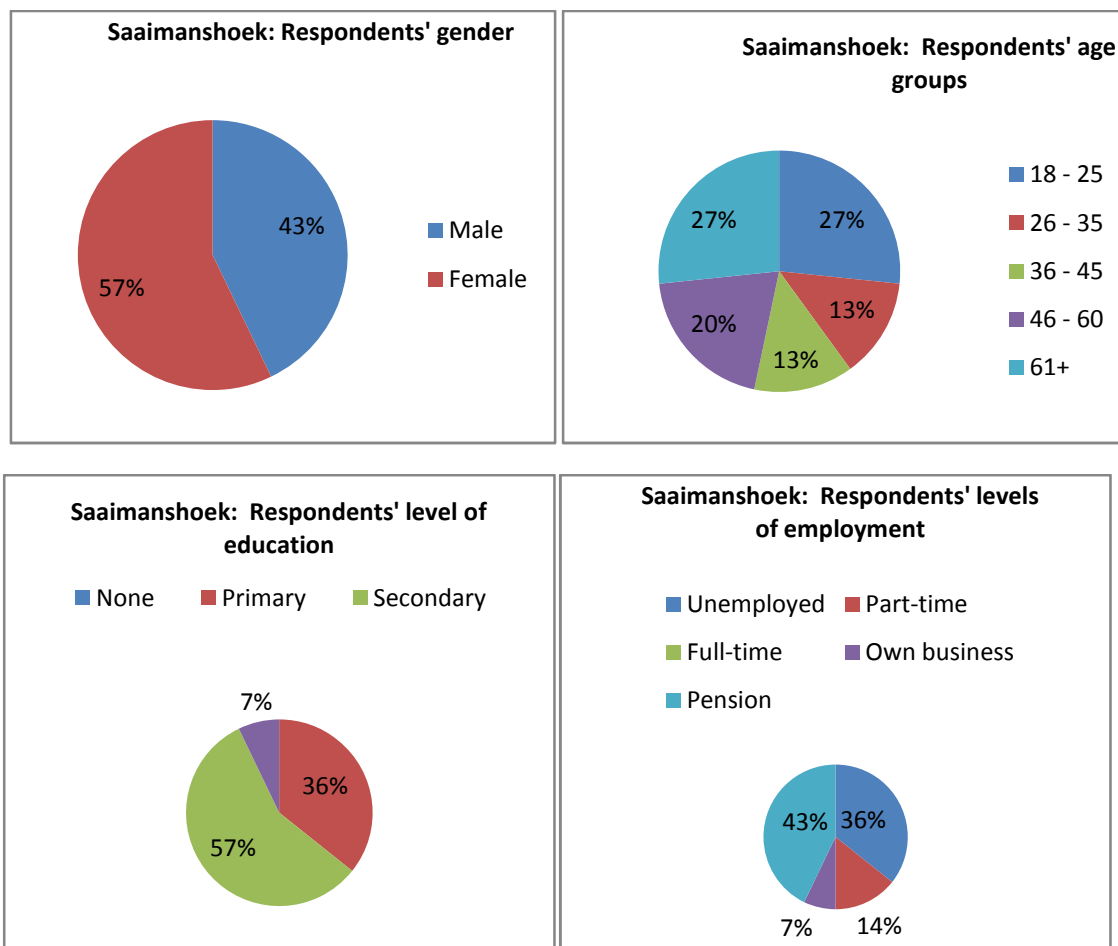


Findings

- The majority of respondents are within 1 km from school, clinic, shops and sport & recreational facilities
- 80% of Respondents are more than 10km from the grocery store
- The majority of respondents perceive their area to be safe (88%)
- 60% of Respondents feel there isn't sufficient lighting
- The majority of respondents are satisfied with the cleanliness of areas, health services, visible policing, community hall, storm water management, libraries, cemeteries, SASSA and Social Development
- Respondents are generally dissatisfied with the fire brigade, sport facilities and license services and unsure about taxi services

5. CUSTOMER SATISFACTION SURVEY – SAAIMANSHOEK, BAVIAANSKLOOF

Section A: Demographic Data

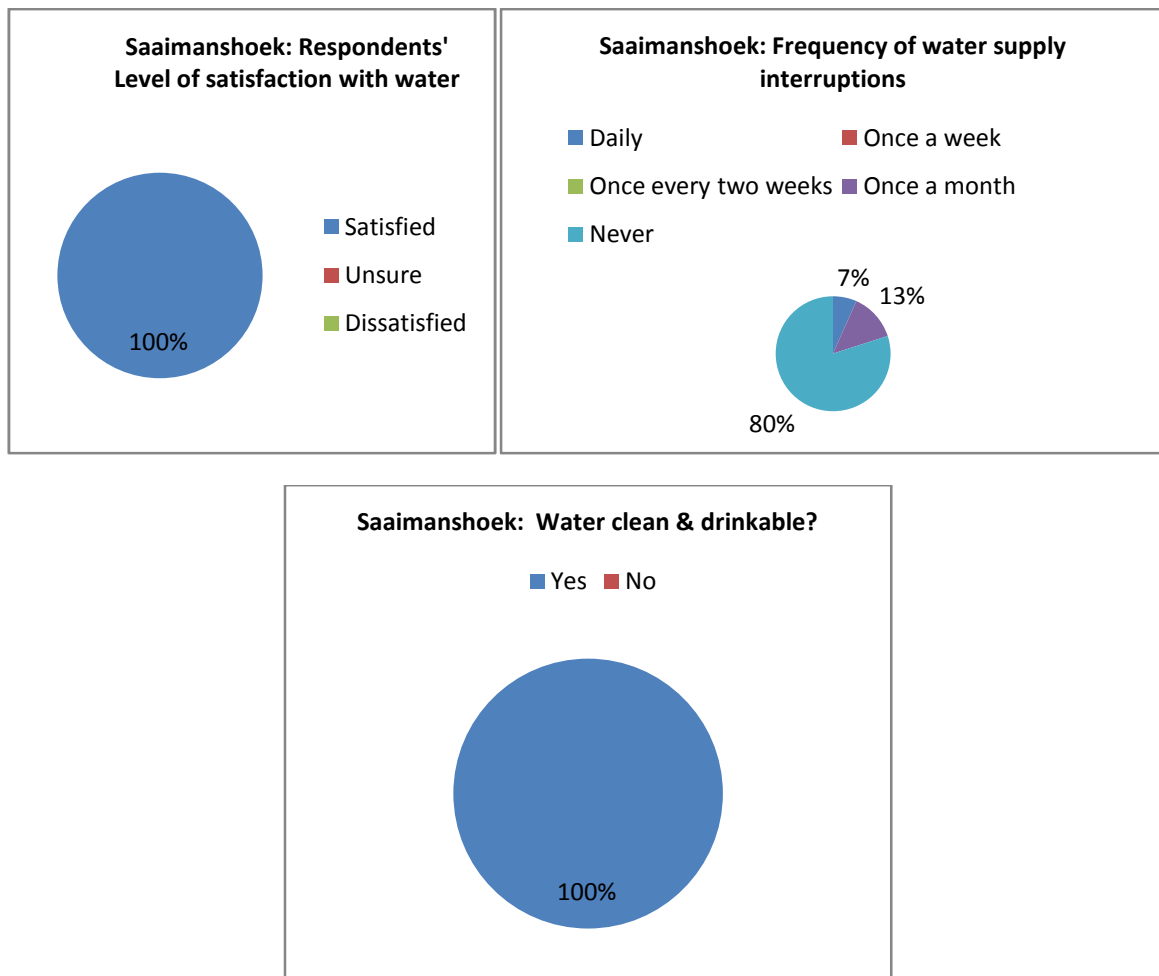


Findings

- Respondents were represented by 57% female and 43% male
- 27% of Respondents were between the ages 18 and 25 years and older than 61. 20% of Respondents were between 46 and 60 years old and 13% were between 26 and 36 and 36 and 45 years old
- The majority of respondents have a secondary education (57%)
- The majority of respondents receive pension (43%) followed by 36% unemployed

Section B: Service Delivery

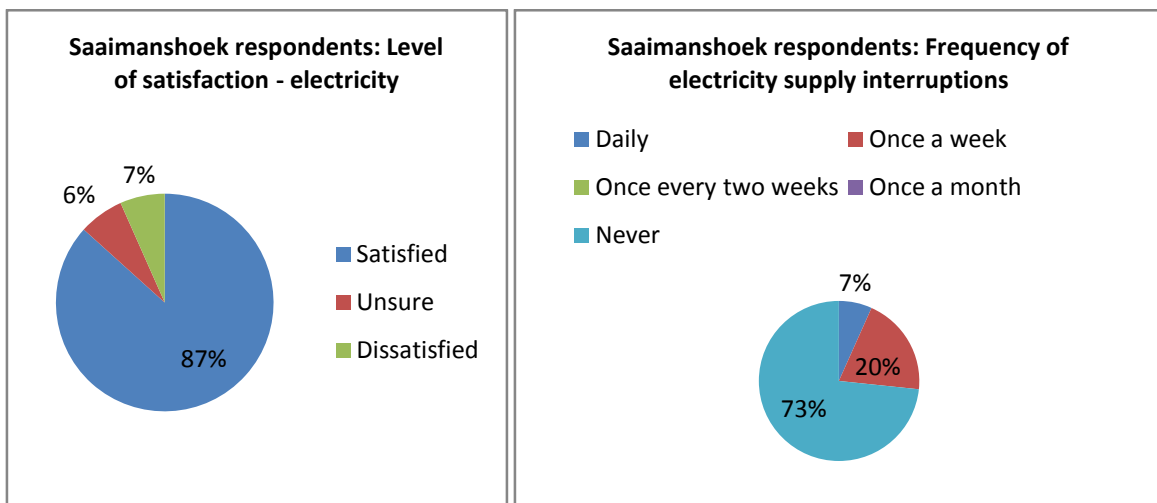
1. Water



Findings

- All respondents are satisfied with water services
- The majority of respondents (80%) never experience water supply interruptions
- All respondents have clean and drinkable water

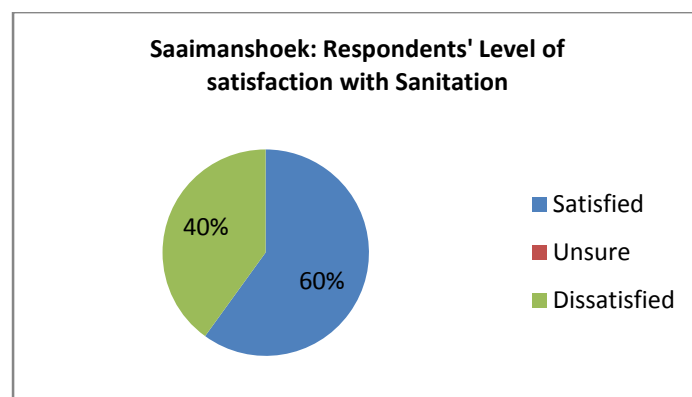
2. Electricity



Findings

- 87% of Respondents are satisfied with electricity services
- 73% of respondents never experience electricity outages

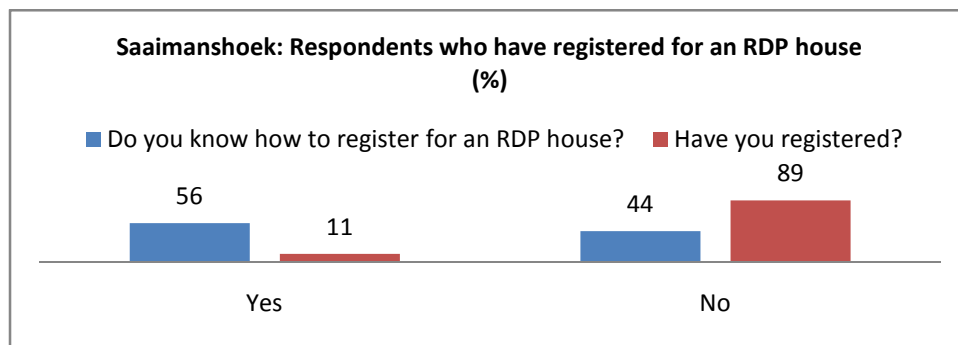
3. Sanitation



Findings

- The majority of respondents are satisfied with sanitation services (60%)

4. Housing

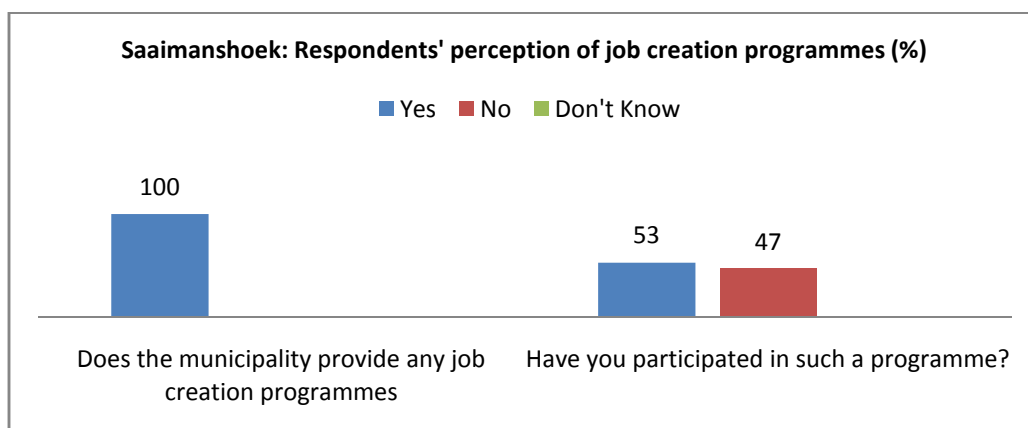


Findings

- 56% of Respondents know how to register for an RDP house and 44% have

Section E: LED

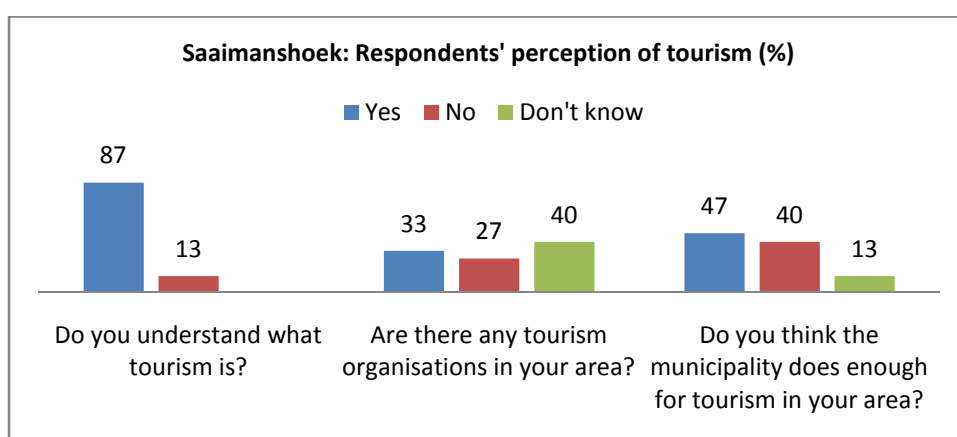
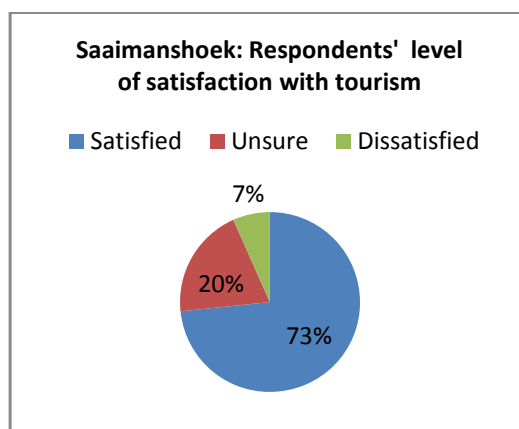
a) Job Creation



Findings

- All respondents are aware of job creation programmes
- 53% of Respondents have participated in job creation programmes

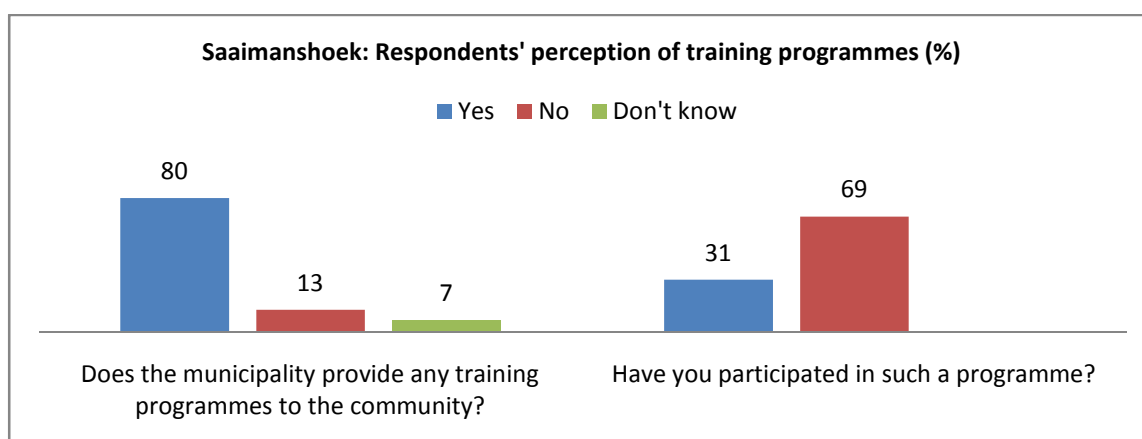
b) Tourism



Findings

- The majority of respondents are satisfied with tourism (73%)
- The majority of respondents understand what tourism is (87%)
- Only 33% of respondents are aware of tourism organisations in their area
- 47% of Respondents think the municipality does enough for tourism in the area

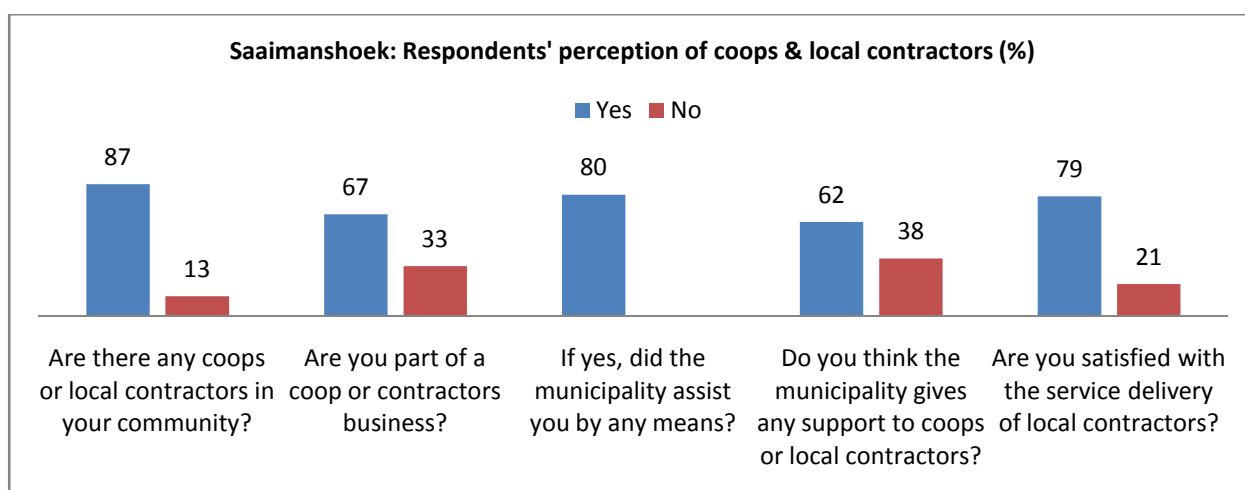
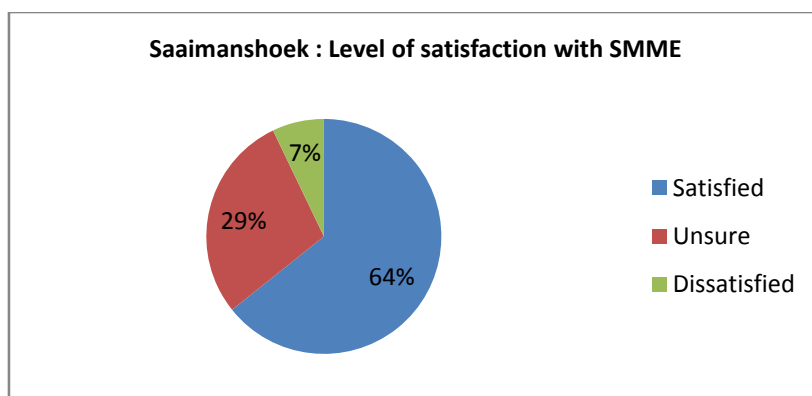
c) Training programmes



Findings

- 80% of Respondents are aware of training programmes provided by the municipality
- The majority (69%) of respondents have not participated in training programmes

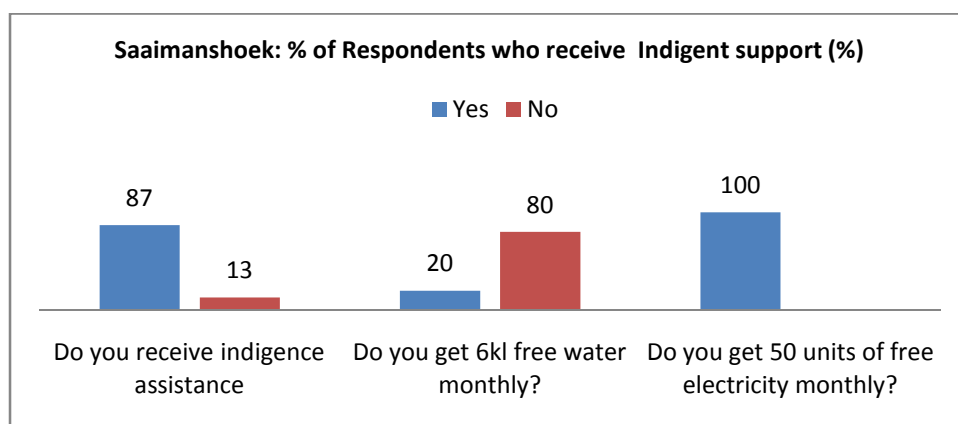
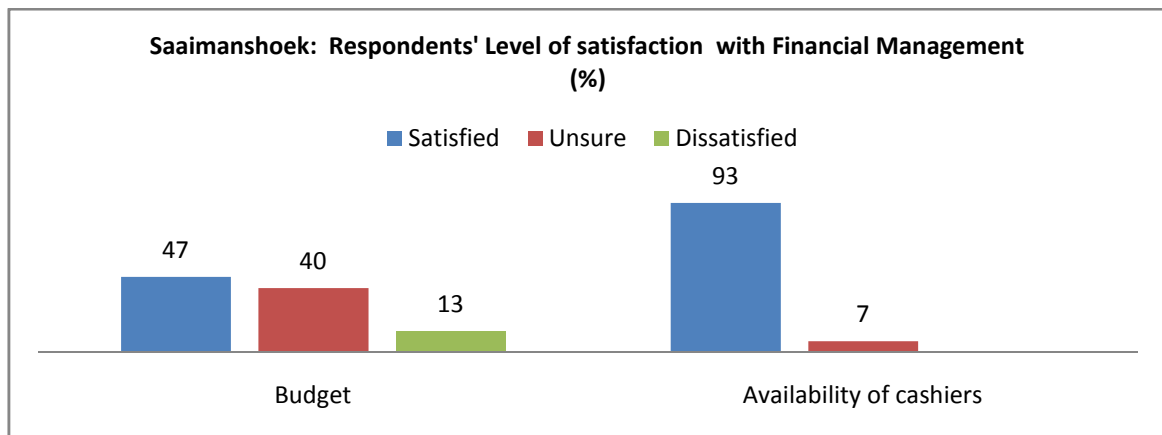
d) SMME Development



Findings

- 64% of Respondents are satisfied with SMME development
- 87% of Respondents are aware of cooperatives & local contractors in their communities
- 67% of Respondents are part of cooperatives or local contractors
- 80% of the 67% of respondents who are part of cooperatives or local contractors say the municipality assisted them in some way
- 62% of Respondents think the municipality supports cooperatives and local contractors
- The majority of respondents (79%) are dissatisfied with the services of local contractors

Section F: Financial Management

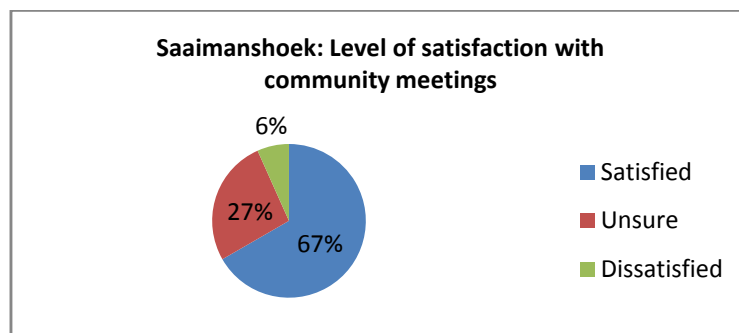


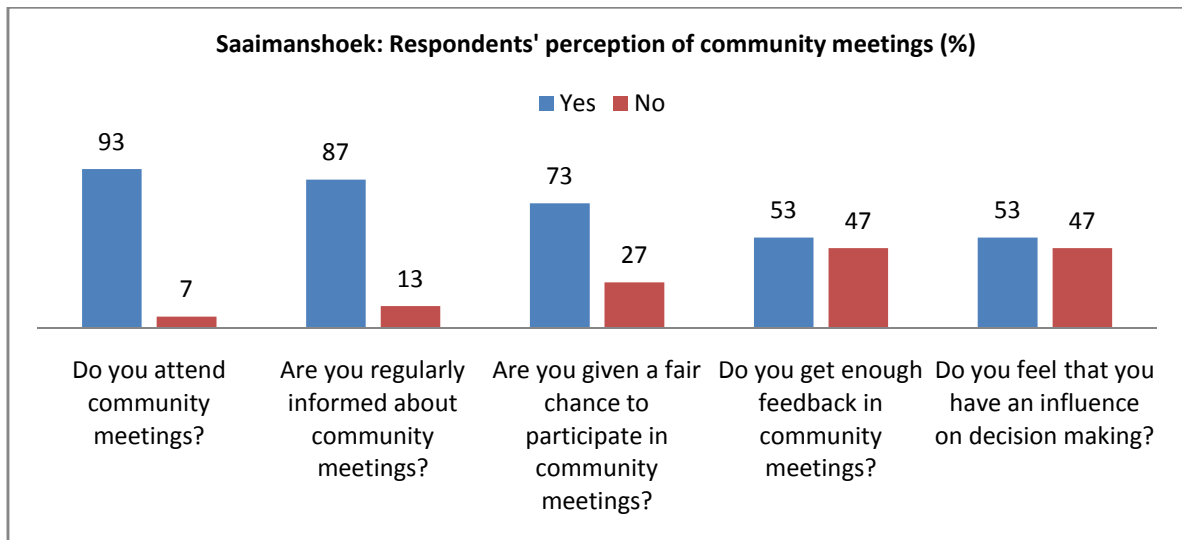
Findings

- 47% of Respondents are satisfied with the budget, 40% are unsure
- 93% of Respondents are satisfied with the availability of cashiers

Section F: Good Governance & Public Participation

a) Community meetings

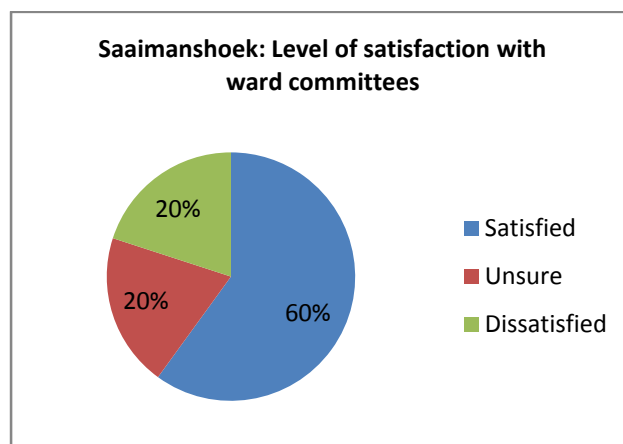


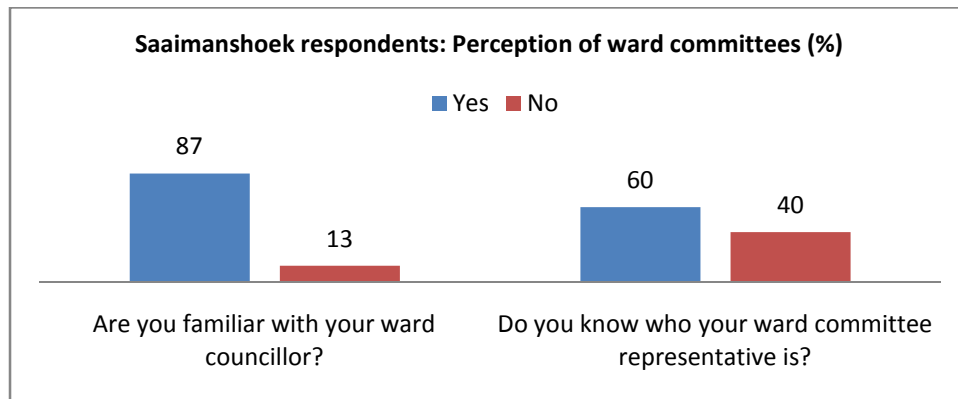


Findings

- The majority (67%) of respondents are satisfied with community meetings
- The majority of respondents attend community meetings (93%)
- The majority of respondents are regularly informed about community meetings (87%)
- 73% of Respondents feel that they are given a fair chance to participate in community meetings
- 53% of Respondents feel that they get enough feedback in community meetings with 47% who feel they don't
- 53% of Respondents feel they don't have an influence on decision making

b) Ward Committees

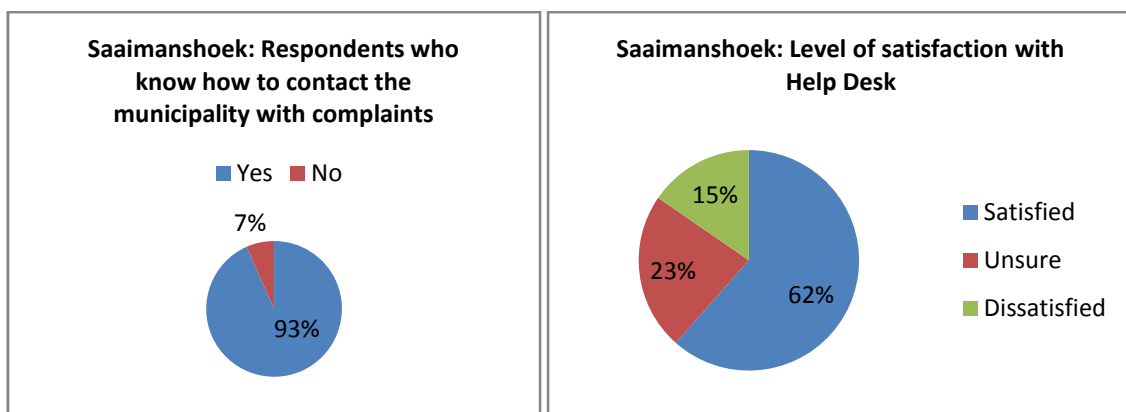




Findings

- The majority of respondents are satisfied with ward committees (60%)
- The majority of respondents know their ward councillor (87%) and their ward committee representative (60%)

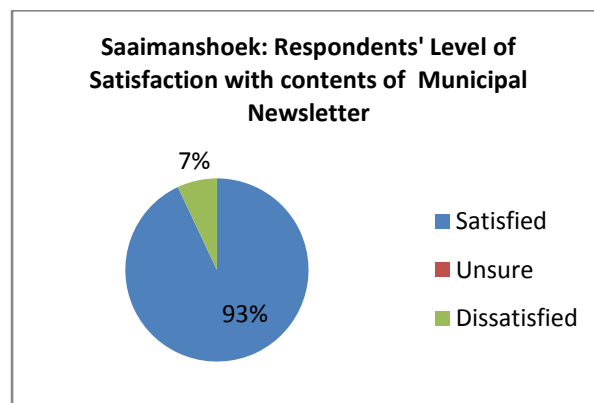
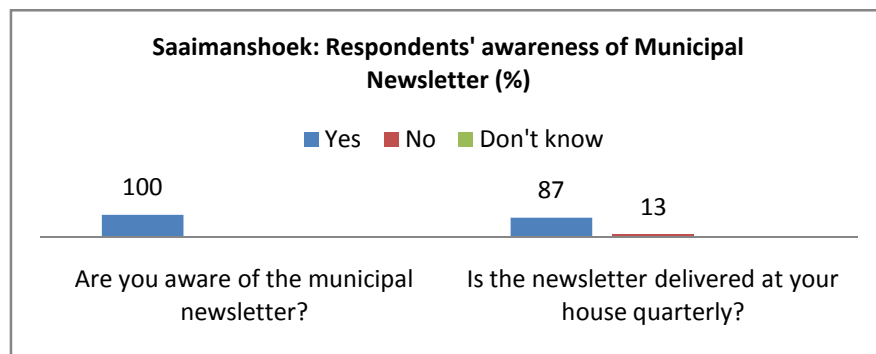
c) Help Desk



Findings

- The majority of respondents know how to contact the municipality with complaints (93%)
- 62% of Respondents are satisfied with the Help Desk

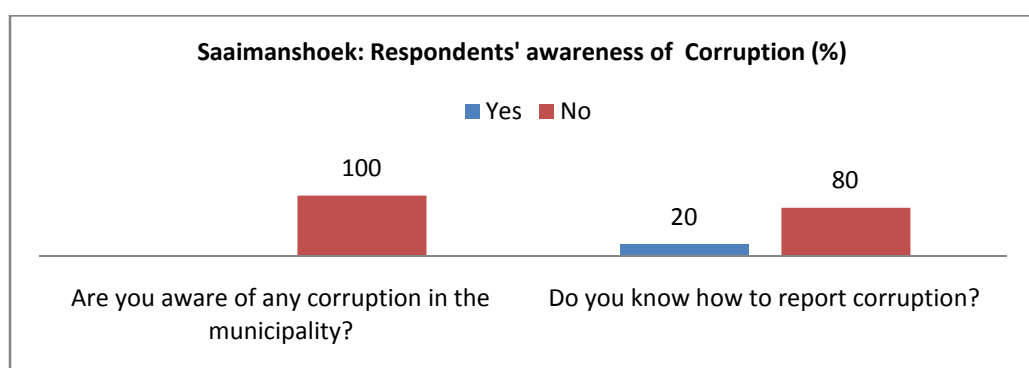
d) Baviaans Newsletter



Findings

- All respondents are aware of the newsletter
- 87% of Respondents say the newsletter is delivered to their houses quarterly
- 93% of Respondents are satisfied with the content of the newsletter

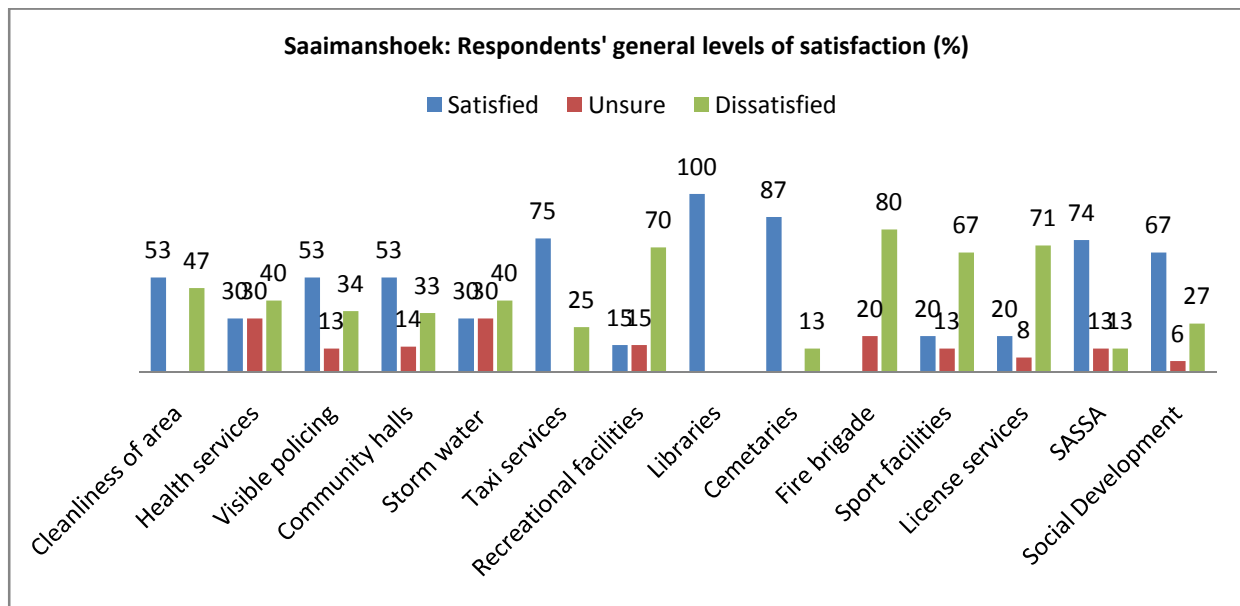
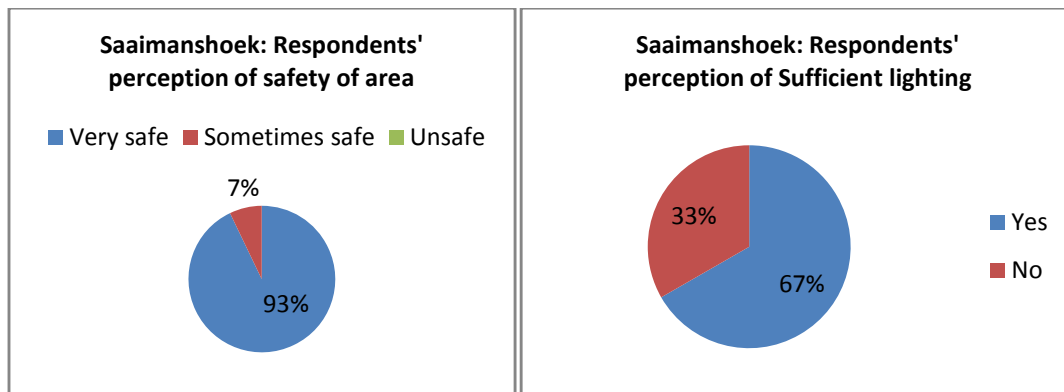
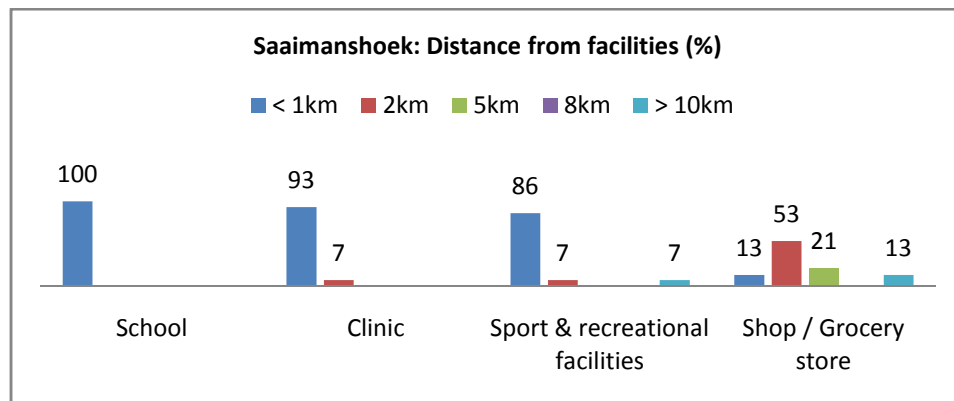
e) Corruption and Fraud



Findings

- None of the respondents are not aware of corruptions
- The majority of respondents (80%) don't know how to report corruption

Section H: General



Findings

- All respondents are within 1 km from the school
- The majority of respondents are within 1km from the clinic and sport & recreational facilities
- 53% of Respondents within 2km from a shop

- The majority of respondents perceive their area to be safe (95%), with sufficient lighting (67%)
- The majority of respondents are satisfied with the cleanliness of areas, visible policing, community hall, taxi services, libraries, cemeteries and SASSA and Social Development
- Respondents are dissatisfied with health services, recreational facilities, the fire brigade, sport facilities and license services

2. DEVELOPMENT PRIORITIES

The development priorities were not amended during the IDP review process and are reflected in tabular format.

Note: The goals of the five Key Performance Areas:

1. Municipal institutional development & transformation
2. Basic infrastructure & Service delivery
3. Local Economic Development
4. Financial viability & management
5. Good governance & public participation
6. Spatial analysis

are included in the four development priorities of the Baviaans Municipality.

Development Priority 1: Building the Institution and Employee Capacity

The Accelerated and Shared Growth Initiative for South Africa (ASGISA) that is driven on a national level has identified six factors that constrain growth in South Africa. One of these is the shortage of skills, which is especially relevant across all aspects of local government.

It is also apparent from the analysis of the data that the municipality is faced with serious challenges. A strong institution with the necessary capacity is vital to address these challenges successfully.

Considering the above the municipality identified building the institution and employee capacity as its first priority. The following objectives were identified for this priority:

Table 1: Development Priority 1 – Building the institution and employee capacity – KPA 1, 4 & 5

DEVELOPMENT PRIORITY 1: BUILDING THE INSTITUTION AND EMPLOYEE CAPACITY	
Objective 1.1	A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service
Objective 1.2	Working towards the creation of a stable, capacitated personnel-corps geared to increased service delivery and good performance in services delivered
Objective 1.3	All areas of development in the Baviaans Municipality must be planned thoroughly
Objective 1.4	Promotion of the image of the Baviaans Municipality
Objective 1.5	Well established communication channels
Objective 1.6	Community Participation

Development Priority 2: Enhance Community Services

Based on the limited resources and capacity in the area a strategic choice was made and that is to invest in the people in the area. In order to combat the unemployment rate, low-income levels and decline in the population growth economic development and the provision of physical structures is important, but without developing the people in the area these challenges could never be addressed successfully.

The NSDF confirms the principle of investing in people in stipulating, “in areas with low development potential government spending should focus on providing social transfers, human resource development and labour market intelligence.”

The municipality thus accepted its second development priority as the enhancement of community services. The development priority with its relevant objectives is reflected below.

Table 2: Development Priority 2 – Enhance community services – KPA 3 & 5

DEVELOPMENT PRIORITY 2: ENHANCE COMMUNITY SERVICES	
Objective 2.1	Proud citizens that contribute to the development of their town/s
Objective 2.2	The Youth of Baviaans are actively integrated into and contribute to community development.
Objective 2.3	Development of People in the Baviaans area.
Objective 2.4	Improve community access to a comprehensive health care service
Objective 2.5	Animal Health
Objective 2.6	SAPD fulfil their mandated role and responsibility in the community
Objective 2.7	Communities have easier access to social services
Objective 2.8	Moral regeneration in Communities

Development Priority 3: Economic Development

The negative impact of the unemployment rate and the low level of monthly income on all spheres of the communities in the area can only be reversed by stimulating the economic growth in the area. The third development priority identified by the municipality is economic development. The priority with its relevant objectives is listed below.

Table 7: Development Priority 3 – Economic Development – KPA 3

DEVELOPMENT PRIORITY 3 ECONOMIC DEVELOPMENT	
Objective 3.1	Rural Development
Objective 3.2	SMME's are provided with mandated municipal support that facilitates their growth and success.
Objective 3.3	Promote Local Economic Development
Objective 3.4	Address high unemployment rate
Objective 3.5	A pleasurable tourist experience.
Objective 3.6	Agricultural Related Development
Objective 3.7	Training & empowerment programs

Development Priority 4: Provision of Basic Infrastructure

Infrastructure development and maintenance is vital to the existence and development of a municipality. Infrastructure also facilitates economic growth in an area.

In addition, municipalities are constitutionally mandated to provide in the basic needs of communities. The fourth development priority with its relevant objectives is reflected below.

Table 8: Development Priority 4: Provision of basic infrastructure – KPA 2

DEVELOPMENT PRIORITY 4: PROVISION OF BASIC INFRASTRUCTURE	
Objective 4.1	Supply sustainable basic infrastructure to all inhabitants of Baviana: Water
Objective 4.2	Supply sustainable basic infrastructure to all inhabitants of Baviana: Roads – rural areas
Objective 4.3	Supply sustainable basic infrastructure to all inhabitants of Baviana: Refuse Removal & Management of Dumping Sites
Objective 4.4	Supply sustainable basic infrastructure to all inhabitants of Baviana: Sanitation
Objective 4.5	Supply sustainable basic infrastructure to all inhabitants of Baviana: Housing
Objective 4.6	Supply sustainable basic infrastructure to all inhabitants of Baviana: Electricity
Objective 4.7	Supply sustainable basic infrastructure to all inhabitants of Baviana: Streets & Storm water
Objective 4.8	Supply sustainable basic infrastructure to all inhabitants of Baviana: Municipal assets
Objective 4.9	Supply sustainable basic infrastructure to all inhabitants of Baviana: TV
Objective 4.10	Supply sustainable basic infrastructure to all inhabitants of Baviana: Fire Function
Objective 4.11	Supply sustainable basic infrastructure to all inhabitants of Baviana: Repair & Maintenance

3. MEASURES TAKEN TO IMPROVE PERFORMANCE

3.1 REPORT OF THE MUNICIPAL MANAGER



**DEPARTMENT
COMMUNITY
SERVICES**

To: MUNICIPAL MANAGER
From: M E DE BEER - OFFICIAL FOR PERFORMANCE MANAGEMENT
Date: 30 June 2015
Re: UNDER-PERFORMANCE AREAS - 14/15

Dear Sir

Herewith a summary of under-performance areas on the SDBIP and KPA's of Sec 56 managers for 14/15.

Objective	Strategy	Performance Indicator	Target for 14/15	Comments by Sec 56 manager	Sec 56 Manager	Comments from Municipal Manager with remedial action
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Electricity	Electricity supply to all inhabitants of the Baviaans	Replacement of transformer at main intake substation at Steytlerville by 30 June 2015	100% of grant funding spent by end of 3 rd quarter	This project is re-prioritised and replaced with reticulation of Down Housing	Technical Services	This project is re-prioritised and replaced with reticulation of Down housing. The need for the electrification at Down became as an emergency and the funding was utilized for the mentioned project.
		Floodlights for the dark areas in townships by 30 June 2015	5 flood lights – one in each of Golden Valley, Volstruis Valley, 373, Mandela Square, Down Housing and Saaimanshoek	Only two flood lights installed: 373 and Down Housing. Supplier could not deliver in time. Order Cancelled. Will be completed in 15/16	Technical Services	Four flood lights not installed. Supplier could not deliver in time. Order Cancelled. Will be completed in 15/16
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Electricity	Encourage efficient usage of municipal assets	Demolish building at the old swimming pool in Willowmore by 30 June 2015	1 demolished building	Only 10% completed. Lack of funds to complete project during 30 June 2015.	Technical Services	Due to cash flow problems project could not be completed.
		Community Hall for Lovemore in Willowmore by 30 June 2015	Move 1 pre-fab house from Down area to Lovemore area.	Building could not be removed. Building in dilapidated stage.	Technical Services	An investigation conducted revealed that it will be better to leave the structure there than to break down and re-build it.

Objective	Strategy	Performance Indicator	Target for 14/15	Comments by Sec 56 manager	Sec 56 Manager	Comments from Municipal Manager with remedial action
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Housing	Provide houses for needy people in Baviaans	Built 85 houses in the Down area by 30 June 2015	85 houses by end of 4 th quarter	Target not reached due problems with contractor appointed	Technical Services	The target is not reached due to problems with contractor appointed. DOH will continue with this project. Legal advice obtained to assist BM. Arbitrator ruled in favour of BM,
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service	Improve revenue collection	100% payment rate. Payment rate (total money received from debtors over accounts sent out) by 30 June 2015	Increase payment rate by 30 June 2015	88.93% payment rate. Debtors handed over for legal action and debt recovery	CFO	Collection of property rates not as required. Debtors handed over for legal action and debt recovery
		Effective control over collection of property rates by 30 June 2015	Ensure 100% recovery of property rates by 30 June 2015	Actual rate 63.29%. Problems experienced mainly with farmers not wanting to pay for their rates account. Farmers handed over to debt collection company.	CFO	Problems experienced mainly with farmers not wanting to pay their rates account. Farmers handed over to debt collection company

Objective	Strategy	Performance Indicator	Target for 14/15	Comments by Sec 56 manager	Sec 56 Manager	Comments from Municipal Manager with remedial action
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service	Improve cash flow problems	Execute MEC (DPLGTA) task team	Implement task recommendations	Only meeting took place with COGTA in October 2014.	MM	Task team focus changed to Back to Basics.
	Improve customer care: Control complaints	Ensure effective customer care in all areas by 30 June 2015	No more than 5% un-addressed complaints on a quarterly basis	Complaints higher than 5% due to lack of stock to fix geysers. Complaints excluding geysers are lower than 5%	Comm. Serv	Total complaints outstanding end of 4 th Q – 11% of which 6, 41% are related to geysers and 4, 59 % to other complaints. No cooperation could be obtained from Tasol who must supply us with stock for geysers.
Working towards the creation of a stable capacitated personnel corps geared to increased service delivery and good performance in service delivery	Performance management	Quarterly evaluation lower level staff to ensure more effective staff	All lower level staff must be evaluated on a quarterly basis	Most staff evaluated except some of the employees in the technical services department. A challenge with the automated system, job descriptions and the fact that some employees was on strike during July and Aug 15.	All	Still a challenge to do electronic evaluations on automated system. TSM will assist with the completion of outstanding evaluations.



JZA VUMAZONKE
MUNICIPAL MANAGER

3.2 PERFORMANCE EVALUATIONS OF MUNICIPAL MANAGER

Performance Plan: JZA Vumazonke (Municipal Manager) 2014/15 – June 2015

PERFORMANCE PLAN: JZA VUMAZONKE

2014/15

4th Quarter (30 June 2015)

CAPITAL PROJECTS

Objective	Strategy	Key perf. Indicator	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
							Sep-14	Dec-14	Mar-15	Jun-15	
KEY PERFORMANCE AREA 2: INFRASTRUCTURE DEVELOPMENT											
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Water	Sustainable water supply	Upgrading of bulk water supply in Steytlerville	100% of RBIG and DTI allocation spend by June 2015	Ward 2	S007 8016 1	R30 424 821.58 (RBIG & Dti)	Target: 20% Actual: 30%	Target: 50% Actual: 60%	Target: 95% Actual: 75% Reason: Project will be completed by 30 June 2015	Target: Spend 100% of amount allocated. Actual: 100% of funding was spent. Phase III of the projects is completed	Project will be completed by 30 June 2015
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Electricity	Electricity supply to all inhabitants of the Baviaans	Install high mast lights in Rietbron by 30 June 2015	1 high mast light by end 4th quarter	Ward 4	S007 4003 1	R421 062.63 MIG	Target: 0 Actual: 0	Target: 0 Actual: 0	Target: 0 Actual: Contractor appointed. MDL	Target: Install one high mast light in Rietbron Actual: High mast light installed	MDL appointed.
		New electricity connections in Steytlerville infill housing by 30/6/15	27 connections by end 3rd quarter	Ward 2	S007 4002 1	R150 000 DOE	Target: 0 Actual: 0	Target: 0 Actual: 0	Target: 27 Actual: Contractor appointed and current busy with project.	Target: Ensure that all 27 connections are done Actual: 27 connections completed	MDL appointed. Nearly finished with project
		Replacement of transformer at main intake substation at Steytlerville by 30/6/15	100% of grant funding spent by end of 3rd quarter	Ward 2	S007 4002 1	R750 000 DOE	Target: 0 Actual: 0	Target: 0 Actual: 0	Target: 0% Actual: Reason: Remedial Action:	Target: 0 Actual: Reason: Remedial Action:	<i>This project to be re-prioritise and replace with reticulation of Down Housing</i>
		Flood lights for dark areas in townships by 30 June 2015	5 flood lights - one each in Golden Valley, Volstruis Valley, 373, Mandela Square, Down Housing and Saaimanshoek	Ward's 1,2,3	1007 4327	R53 100 BM (operational budget)	Target: 1 Actual: 1 Reason: flood line installed at Down	Target: 1 Actual: 0 Reason: Remedial Action:	Target: 1 Actual: Order issues on 12/3 for four flood lights for Willowmore	Target: 2 Actual: Two flood lights installed at 373 and Down Housing site. Reason: 4 flood lights not installed. Supplier could not deliver in time. Order cancelled. Remedial Action: Will be erected in 15/16.	Order number issued

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 2: INFRASTRUCTURE DEVELOPMENT											
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Municipal Assets	Upgrade municipal assets	Upgrading of Sports ground facilities; Willowmore, Steytlerville & Rietbron by 30 June 2015	100% of grant funding spend	Ward 1,2,4	S105 0013 1	R2 179 561.40 MIG	Target: 5% Actual: 9.204%	Target: 25% Actual: 9.204% Reason: Another contractor to be appointed. Remedial Action:	Target: 50% Actual: 40% Reason: Project will be completed by 30 June 2015.	Target: 100% spending of funds allocated and 100% completion of project Actual: Both WM and SV cricket pitches completed	Minutes of site meetings and proof of payment certificates
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Housing	Provide houses for needy people in Baviaans	Built 85 houses in the Down area by 30 June 2015	85 houses by end of 4th quarter	Ward 3	S108 2005 1	R134 978 spent out of operational budget	Target: 0 Actual: 0	Target: 0 Actual: 0 Reason: Remedial Action:	Target: 10 Actual: Reason: Remedial Action:	Target: 75 Actual: Reason: Remedial Action:	The target will not be reached due to problems with contractor appointed. Dept of Housing will continue with this project. Legal Advice obtained to assist BM.
Supply sustainable basic infrastructure to all inhabitants of Baviaans: <i>Streets & Storm Water</i>	Improve conditions of internal streets and roads in Willowmore & Steytlerville	Quality streets and storm water drainage in Willowmore & Steytlerville: upgraded by 30 June 2015.	1 km of road completed by end of 4th quarter	Wards 1,2,3,4	WM: S105 0008 1 SV: S105 0007 1	WM: R2 133 903.51 SV: R2 133 903.51 MIG	Target: 0 Actual: 0	Target: 0 Actual: 0	Target: 0 Actual: Reason: Remedial Action:	Target: 1 km paved in WM and 1 km in Steytlerville Actual: Budget spend 100% and paving of 2 km in total completed	The 1km road are completed (Willowmore and Steytlerville)
Supply sustainable basic infrastructure to all inhabitants of Baviaans: <i>Refuse removal and management of dumping sites</i>	Legal compliance of all dumping sites	Upgrade Steytlerville landfill site by 30 June 2015	100% of grant funding spend	Ward 2	S004 8002 1	R62 000	Target: 0% Actual: 0	Target: 10% Actual: 0 Reason: Awaiting ROD from DEDEA	Target: 55% Actual: No progress. Reason: ROD not received.	Target: 100% completion of project Actual: Project could not be completed. ROD not received from department. Remedial Action. Keep on contacting department to try to obtain ROD.	Report to Council
Supply sustainable basic infrastructure to all inhabitants of Baviaans: <i>Sanitation</i>	Provide sanitation of an acceptable standard to all communities	Upgrade sewerage network in Manenza Square, Rietbron by 30 June 2015	100% of grant funding spent	Ward 4	S007 8017 1	R1 318 703 MIG	Target: 0 Actual: 0 Reason: Remedial Action:	Target: 50% Actual: 0 Reason: Contractor not appointed yet. Remedial Action:	Target: 75% Actual: Contractor appointed. 31% completed. Will be completed by 30 June 2015	Target: 100% spending of allocated budget and 100% completion of the project as documented Actual: Project 100% completed and 100% of budget spent.	Contractor appointed. Busy on site

OPERATIONAL PROJECTS

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 2: INFRASTRUCTURE DEVELOPMENT											
Supply sustainable basic infrastructure to all inhabitants of Baviaans: Municipal Assets	Encourage efficient usage of municipal assets	Demolish of building at the swimming pool in Willowmore by 30 June 2015	1 demolished building	Ward 1 100503 24	1002 2312	R10 000 BM	Target: 0 Actual: 0	Target: 1 Actual: 0 Reason: quotations must still be obtained from service providers. Remedial Action:	Target: 0 Actual: 10% completed Reason: Lack of funding Remedial Action: Project will not be completed during this financial year	Target: 0 Actual: Project 50% completed Reason: Lack of funding Remedial Action: Will source funding in new financial year.	Only 10% completed. Lack of funds to complete project before 30/6/15.
		Community Hall for Lovemore in Willowmore by 30 June 2015	Move 1 pre-fab house from Down area to Lovemore area	Ward 3	1002 2312	R15 000 BM	Target: 0 Actual: 0	Target: 100% Actual: 0 Reason: The building in dilapidated stage Remedial Action: Cannot be removed	Target: 0 Actual: 0 Reason: Impossible to move building	Target: 0 Actual: Building could not be removed Reason: Old pre-fab building in bad condition Remedial Action: No remedial action couldn't be taken.	Investigations done. Building cannot be removed from current site. In dilapidated stage.
Repair & Maintenance	Maintain & Repair all assets of Baviaans Municipality	Effective vehicle management system by 30 June 2015	Well maintained vehicles		1005 0339	R297 960 BM	Target: Quarterly reports to council on maintenance done Actual: Report submitted to council on 28 August 2014, book 3 page 41 of TSM report	Target: Quarterly reports to council on maintenance done Actual: Report to council meeting	Target: Quarterly reports to council on maintenance done Actual: Report will be tabled on 29/4/15	Target: Quarterly reports to council on maintenance done Actual: Report to council	Report to Council

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 4: FINANCIAL VIABILITY											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Improve financial systems and controls	Ensure effective Grap compliant asset register implemented by 30 June 2015	A complete and up to date GRAP compliant asset register	-	-	No Budget	Target: Asset register reconcile to General Ledger Actual: General Ledger reconciled.	Target: Asset register reconcile to General Ledger Actual: GL reconciled	Target: Asset register reconcile to General Ledger Actual: General Ledger reconciled	Target: Asset register reconcile to General Ledger Actual: General Ledger reconciled	Signed reconciliations and assets management report for the quarter
		Adhere to requirements of reporting to National Treasury with timeframes by 30 June 2015	All reporting in terms of NT requirements are done within the required timeframes			No Budget	Target: 3 x Sec 71 reports, 1 x Sec 52 report, quarterly reports as required submitted on time Actual: All reports submitted on time	Target: 3 x Sec 71 reports, 1 x Sec 52 report, quarterly reports as required submitted on time Actual: All reports submitted on time	Target: 3 x Sec 71 reports, 1 x Sec 52 report, 1 x Sec 72 report, quarterly reports as required and 1 Adj budget submitted on time Actual: All reports submitted on time	Target: 3 x Sec 71 reports, 1 x Sec 52 report, quarterly reports as required, 1 x draft budget and 1 x final budget submitted on time Actual: All reports submitted on time	Document control sheet signed by mayor for Sec 71 report/ Council minutes for Sec 52 report
		Implement National treasury Regulations Circular No 68 - fruitless, irregular and wasteful expenditure BY 30 June 2015	Adhere to all procedures in terms of NT circular 68			No Budget	Target: Quarterly report on fruitless, wasteful or unauthorised expenditure to Council for decision making Actual: Quarterly report submitted	Target: Quarterly report on fruitless, wasteful or unauthorised expenditure to Council for decision making Actual: Quarterly report submitted	Target: Quarterly report on fruitless, wasteful or unauthorised expenditure to Council for decision making Actual: Quarterly report submitted	Target: Quarterly report on fruitless, wasteful or unauthorised expenditure to Council for decision making Actual: Quarterly report submitted	Council minutes available

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 4: FINANCIAL VIABILITY											
		Improve Financial info Systems (IT) by 30 June 2015	All required modules of financial reporting system implemented and functional			MSIG : R934 000	Target: Service level agreement signed and needs analysis done Actual: SLA signed, SCM module implemented, bank recon module implemented and asset module started with.	Target: Implement all identified modules Actual: SCM Implemented, Bank recon implemented, Assets in progress - awaiting final audited figures before project can continue	Target: All modules tested and functional Actual: All modules tested. All modules life except assets module Reason: take on of balances and training only completed in March 2015 Remedial Action: Module to go live June 2015	Target: Project completed Actual: All modules implemented	Service level agreement
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Improve revenue collection	Effective execution of indigent policy 14/15	Annual update of indigents for 2014/15 recorded by 31 July 2014 and monthly updates there after			No Budget	Target: Approved list of indigents for 2014/15 recorded and implemented by 31 July 2014 and thereafter each month Actual: List complete and tabled to council. Monthly meetings with steering committee.	Target:3 x monthly updates of indigents approved by council and implemented Actual: 2 meetings with steering committee -no further applications to be processed Reason: no further applications to be processed by the time that staff went on leave in December	Target:3 x monthly updates of indigents approved by council and implemented Actual: Two meetings held Reason: No meeting in January Remedial Action: 3 meetings to be held in 4th quarter	Target: Monthly updates of indigents approved by council and implemented Actual: Meetings held 29/4/15 and 24/6/15. Minutes available in POE	Council minutes and minutes of Indigent Steering Committee
		Increase payment rate by 30 June 2015	100% payment rate payment rate (total money received from debtors over accounts sent out) by 30 June 2015			No Budget	Target: average payment rate 70% Actual: 77.06%	Target: Average payment rate 85% Actual: 84.12% Reason: Collection on property rates not as required Remedial Action: Debtors handed over for legal action	Target: Average payment rate 95% Actual: 87.91% Reason: Collection on property rates not as required. Remedial Action: Debtors handed over for legal action	Target: Average payment rate 100% Actual: 88.93% Reason: Collection on property rates not as required Remedial Action: Debtors handed over for legal action and debt recovery	Sec 71 report with indication of collection rate available

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 4: FINANCIAL VIABILITY											
		Effective control over collection of property rates by 30 June 2015	Ensure 100% recovery of property rates by 30 June 2015			No Budget	Target: Average payment rate 50% Actual: 68.82%	Target: Average payment rate 65% Actual: 51.87% Reason: Disputes with farmers Remedial Action: Council resolved to allow attorney to summons debtors	Target: Average payment rate 80% Actual: 58.61% Reason: Residential rates collection not as required Remedial Action: List of all outstanding rates obtained. Debtors to be handed over for collection	Target: Average payment rate 100% Actual: 63.29% Reason: Problems experienced mainly with farmers not wanting to pay their rates account Remedial Action: Farmers handed over to debt collection company	Sec 71 report with indication of collection rate available
		Reconciliation of all municipal accounts by 30 June 2015	Ensure the correctness of all accounts we send out: addresses, status of account holder etc.				Target: Quarterly reports to council on reconciliations done Actual: Revco assisting with this but no report to council. Reason: Remedial Action:	Target: Quarterly reports to council on reconciliations done Actual: Report to Council in January 2015	Target: Quarterly reports to council on reconciliations done Actual: Quarterly report submitted Reason: Remedial Action:	Target: Quarterly reports to council on reconciliations done Actual: Quarterly report submitted	Report to council
		Write-off of irrecoverable debt by 30 June 2015	Table report to council on once-off writing off of irrecoverable debt			No Budget	Target: n/a Actual: n/a for this quarter	Target: Identify all irrecoverable debt and motivate write off to council Actual: Report to council	Target: All approved write offs recorded on financial system Actual: All write offs captured on system	Target: n/a Actual: irrecoverable debt submitted to council for consideration of write off - write off done	Council minutes

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 4: FINANCIAL VIABILITY											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Improve revenue collection	Increase additional municipal income to 100% by 30 June 2015	Ensure 100% pay over of all state subsidies and grants as gazetted within timeframes			No Budget	Target: 100% of all grants as per payment schedule received Actual: All grants received	Target: 100% of all grants as per payment schedule received Actual: All grants received	Target: 100% of all grants as per payment schedule received Actual: All grants received	Target: 100% of all grants as per payment schedule received Actual: All grants received	Payment schedule available with proof of receipts in general ledger
	Keep expenditure under control	Ensure effective spending of municipal funds : no overspending	No over spending of the approved Budget & Source of Funding			No Budget	Target: No overspending Actual: No overspending on total budget. Overspending on YTD budget for grants & subsidies due to subsidies on rates recorded for the full year and over expenditure on bulk electricity due to seasonal fluctuations on consumption	Target: No overspending Actual: No overspending on total budget. Overspending on YTD budget for Employee cost due to bonuses paid in Nov and overspending on Grants & Subsidies paid due to more subsidies paid than anticipated	Target: No overspending Actual: No overspending on total budget. A few votes needs corrections which was done in April	Target: No overspending Actual: Overspending on audit fees only Reason: Audit fees more than anticipated Remedial Action: Council to approve over expenditure	Section 71 indicates year to date actual vs. budget
		Prepare quarterly Supply Chain Management Reports	Table quarterly reports to council				Target: Quarterly SCM reports to council Actual: Tabled to council	Target: Quarterly SCM reports to council Actual: Tabled to council	Target: Quarterly SCM reports to council Actual: Report tabled to Council Reason: Remedial Action:	Target: Quarterly SCM reports to council Actual: Report tabled to Council	Reports & Council minutes available
	Effective implementation of Internship programme in Finance Department by 30 June 2015	Ensure that five interns appointed in the Finance Department by 30 June 2015	Total of five interns appointed			R408 000 - FMG funds	Target: 5 interns appointed Actual: 3 interns appointed Reason: Difficulties experienced in finding suitable candidates. Remedial Action: More CV's requested	Target: 2 Actual: 5 interns appointed	Target: n/a Actual: Reason: Remedial Action:	Target: n/a	Appointment letters available

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 5: GOOD GOVERNANCE & PUBLIC PARTICIPATION											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service.	Improve cash flow problems	Execute MEC(DLPGTA) task team recommendations to improve cash flow problems by 30 June 2015.	Execution of recommendations made by MEC Task team			No Budget	Target: Quarterly reports to council on execution of recommendations made Actual: No report. Reason: No meetings with Task Team Remedial Action: Meeting with Cogta on 1 October 2014 to discuss problems in Baviaans and to request strengthening task team.	Target: Quarterly reports to council on execution of recommendations made Actual: No report Reason: No meeting with task team Remedial Action: Meeting held with COGTA on 1/10/2014	Target: Quarterly reports to council on execution of recommendations made Actual: No report Reason: No meeting held Remedial Action: Regular follow up done to enquire on status	Target: Quarterly reports to council on execution of recommendations made Actual: No report Reason: No meeting held Remedial Action: Regular follow up done to enquire on status	No meeting was held with task team. Meeting was held with COGTA on 1 Oct 14 to discuss problems in Baviaans. Mayor, MM and managers attended
	Improve status of Audit Report	Improve outcome of AG report: Execute action plan to address previous findings by 31 December 2014	At least unqualified audit report for 14/15			No Budget	Target: All audit findings for 13/14 addressed in terms of audit action plan Actual: Audit report not released yet. Action plan to be developed once audit report released	Target: n/a Actual: Unqualified audit opinion for 13/14. Action plan developed to address audit findings	Target: n/a Actual: Reason: Remedial Action:	Target: Unqualified audit report Actual: Audit not completed yet Reason: Audit will only be done between Aug & Oct	Action plan approved with annual report. Audit report available

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 5: GOOD GOVERNANCE & PUBLIC PARTICIPATION											
	Oversight (MPAC)	Quarterly MPAC meetings to assist with oversight function	Arrange quarterly MPAC meetings			No Budget	Target: Table minutes of MPAC meeting to council Actual: No MPAC meeting during 1st quarter. Reason: No reports referred by council to MPAC Remedial Action:	Target: Table minutes of MPAC meeting to council Actual: One MPAC meeting held in December. Minutes tabled.	Target: Table minutes of MPAC meeting to council Actual: MPAC minutes tabled to council	Target: Table minutes of MPAC meeting to council Actual: MPAC minutes tabled to council	MPAC minutes tabled to council
	Audit Committee	Quarterly Audit Committee meetings to assist with oversight function	Arrange quarterly Audit Committee meetings				Target: Table minutes of Audit Committee meeting to council Actual: Minutes to council meeting on 27.11.14.	Target: Table minutes of Audit Committee meeting to council Actual: Minutes to Council: 10 Dec. 2014	Target: Table minutes of Audit Committee meeting to council Actual: Table minutes on 29/4/15.	Target: Table minutes of Audit Committee meeting to council Actual: Minutes tabled to council	Audit Committee meeting took place. Minutes tabled 29/5/15
	Sound corporate administration	Execute council resolutions end of each quarter	Keep register of council resolutions to be executed on a quarterly basis			No Budget	Target: Table report to council - Updated register with execution dates Actual: Register available.	Target: Table report to council - Updated register with execution dates *Register compiled *Awaiting final responses from Management * Report to Council - Feb. 2015	Target: Table report to council - Updated register with execution dates Actual: Table minutes on 29/4/15.	Target: Table report to council - Updated register with execution dates Actual: Register tabled to council	Register updated. Will be tabled 29/4/15

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 5: GOOD GOVERNANCE & PUBLIC PARTICIPATION						DEVELOPMENT PRIORITY 3: GOOD GOVERNANCE & PUBLIC PARTICIPATION					
Working towards the creation of a stable, capacitated personnel-corps geared to increased service delivery and good performance in service delivery	Improve customer care: control complaints	Ensure effective customer care in all areas by 30 June 2015.	No more than 5% un-addressed complaints on a quarterly basis			No Budget	Target: Table Help Desk reports to council Actual: Report prepared and tabled to council meeting 27/11/14	Target: Table Help Desk reports to council Actual: Will be tabled at next council meeting	Target: Table Help Desk reports to council Actual: Tabled at council meeting 29 April 15	Target: Table Help Desk reports to council Actual: Reports to be tabled at next ordinary council meeting. Complaints > 5% Reason: No stock received from supplier to do maintenance to geysers Remedial Action: Approached supplier to meet. No result. See all correspondence in POE	Annexure A : 4th Q : 4.59% normal complaints while 6.41% of the complaints are related to lack of stock to repair geysers complaints. No stock are received from supplier. POE my report to council
	Performance management	Customer care survey done internally or externally by 30 June 2015	Lobby for funds at DPLGTA to do customer care survey in all four area				Target: Lobby for funds: DPLGTA Actual: Not done Remedial Action: Correspondence send to Mr Mini for financial assistance.	Target: Lobby for funds: DPLGTA Actual: No response from DPLG regarding financial assistance	Target: Lobby for funds by DPLGTA Actual: Funding requested from Mr Mini	Target: Table Customer Care survey to council Actual: No funding could be obtained. Did CCS internally. Results in POE	Annexure B : Mr Simphiwe Mini were emailed to ask assistance. A follow-up were done - no assistance from DPLGTA. We did CCS ourselves. POE in file
		Quarterly evaluation of lower level staff to ensure more effective staff	All lower level staff must be evaluated on a quarterly basis.			No Budget	Target: Table a report every quarter to council with summary of lower staff evaluations. Actual: Will be tabled at council meeting 10/12/14	Target: Table a report every quarter to council with summary of lower staff evaluations. Actual: Report will be tabled at next council meeting	Target: Table a report every quarter to council with summary of lower staff evaluations. Actual: Report tabled on 29 April 2015	Target: Table a report every quarter to council with summary of lower staff evaluations. Actual. Report on lower level staff will be tabled at next ordinary council meeting. All staff evaluated except some staff in Technical Services Department. Reason: Still a challenge to do electronic evaluations on automated system. New system implemented. Remedial Action: New appointed TSM will assist in completion of evaluations on automated system	Annexure C : Report on lower level staff POE in file

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 5 GOOD GOVERNANCE & PUBLIC PARTICIPATION						DEVELOPMENT PRIORITY 3: GOOD GOVERNANCE & PUBLIC PARTICIPATION					
	Local Labour Forum	Effective bi-monthly Local Labour forum	Arrange for bi-monthly local labour forum meetings			No Budget	Target: Table Bi-monthly meeting minutes to council. POE in file Actual: Minutes of LLF to council on 27/11/14	Target: Table Bi-monthly meeting minutes to council. POE in file Minutes to Council 27 Nov. 2014	Target: Table Bi-monthly meeting minutes to council. POE in file Actual: Minutes to be tabled 29/5/14	Target: Table Bi-monthly meeting minutes to council. POE in file Actual: Minutes of LLF's tabled to council	LLF meetings held.
All areas of development in the municipal area must be thoroughly planned	Well planned documents for development areas in the municipality	Review SDF by 30 June 2015 to include the DMA area and the Baviaanskloof Hartland	Approved SDF document			R335 844 Dept of Rural Development	Actual: Vision & Mission adopted. 1st draft status quo report finalised	Target: Table draft to the next council meeting (January 15)	Target: Draft to council meeting end March 15 Reason: Draft tabled in adopted	Target: 1 approved document Actual: Final SDF adopted on 28 May 2015. Project completed	POE - Final document available. Council minutes of March and May in POE. Annexure N
	Improve internal and external control and communication by 30 June 2015	Execute Communication Action Plan by end of each quarter	Improve internal communication		1008 220	R140 000 MSIG grant	Target: Table Communication Action Plan quarterly to council Actual: Tabled on 27/11/14	Target: Table Communication Action Plan quarterly to council Actual: Report tabled at council meeting	Target: Table Communication Action Plan quarterly to council Actual: Tabled at council meeting 29 April 2015	Target: Table Communication Action Plan quarterly to council Actual: CAP will be tabled at next ordinary council.	Annexure D: Action Plan tabled - POE in council minutes
	Community participation structures to help identify community needs	Quarterly ward committee meetings	Organise meetings with ward committee members in all four areas	Ward 1,2,3,4	1000 8220	R16 000 MSIG grant	Target: Table minutes of ward committee meetings quarterly to council Actual: Tabled on 27/11/14	Target: Table minutes of ward committee meetings quarterly to council Actual: tabled at council meeting	Target: Table minutes of ward committee meetings quarterly to council Actual: Tabled 29 April 2015	Target: Table minutes of ward committee meetings quarterly to council Actual: Meetings held in 4th Q. Minutes will be tabled at next ordinary council meeting	Ward committee meetings and CBP took place during Feb 2015. Minutes available

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 5 GOOD GOVERNANCE & PUBLIC PARTICIPATION						DEVELOPMENT PRIORITY 3: GOOD GOVERNANCE & PUBLIC PARTICIPATION					
Proud citizens that contribute to the development of their town/s	Better educated communities	Equip libraries with qualified staff, books & other necessities	Audit Library needs and develop business plan before 31/12/14	Ward 1,2,3,4	1003 8056	BM: R1080 145 (including salaries) DSRAC: R300 000 subsidy R100 000 allocated for books & equipment	Target: Table business plan on library needs to council Actual: Done. R300 000 received from DSRAC.	Target: Quarterly report to council on new equipment and books bought for libraries Actual: Report tabled at council meeting	Target: Quarterly report to council on new equipment and books bought for libraries Actual: Report tabled on 29/4/15	Target: Quarterly report to council on new equipment and books bought for libraries Actual: All funding spend	Annexure F : Proof of library expenses in POE file

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 1: MUNICIPAL INSTITUTIONAL DEVELOPMENT & TRANSFORMATION											
A well established municipality with sufficient resources and institutional capacity to deliver an excellent municipal service	Improve control of municipal assets	Ensure that contracts for the use of municipal property are in place by 30 June 2015	Compile file with list of all signed lease agreements			No budget	Target: Quarterly reports to council : summary of property and usage thereof Actual: Had meetings with commonages users in Rietbron. Await signed contracts	Target: Quarterly reports to council : summary of property and usage thereof Actual: Report to Council 27 Nov. 2014.	Target: Quarterly reports to council : summary of property and usage thereof Actual: Cell C agreement will be tabled to council 29/5/15	Target: Quarterly reports to council : summary of property and usage thereof Actual: All contracts including Cell C tabled	Cell C agreement tabled
Working towards the creation of a stable capacitated personnel corps geared to increase service delivery and good performance in service delivery	An effective customised organisational structure with trained and skilled personnel	Number of personnel benefitting from municipal training programmes (Work Skills Plan) by 30 June 2015	Train at least 30 personnel members for 14/15 to benefit from Work Skills Plan		1000 6050	R30 000 BM	Target: Quarterly reports to council on people trained Actual: Report on people trained to council on 27/11/14	Target: Quarterly reports to council on people trained Actual: Report to Council 27 Nov. 2014.	Target: Quarterly reports to council on people trained Actual: Updated report tabled to council 29/5/15	Target: Quarterly reports to council on people trained Actual: Report to next council meeting	Updated report tabled
		Execute Employment Equity Plan by end of each quarter	Review & execute employment equity plan			No budget	Target: Table Action Plan to council Actual: Equity Plan reviewed	Target: Table Action Plan to Council Actual: Report to Council 27 Nov. 2014.	Target: Table Action Plan to council Actual: Letter of approval of report received from Dept of Labour was submitted to council on 5/3/15.	Target: Table Action Plan to council Actual: Project completed	Report approved by Dept of Labour

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 1: MUNICIPAL INSTITUTIONAL DEVELOPMENT & TRANSFORMATION											
	Compliant HR administrative system	Employment files to adhere to legal requirements by 30 June 2015	Contents of all personnel files (including job descriptions) adhere to required compliance			No budget	Target: Ensure compliance to regulations - personnel files. Actual: Job Descriptions outdated. Job Evaluation Committee established by district municipality to attend to evaluation of all posts. Reason: Remedial Action:	Target: Ensure compliance to regulations - personnel files. Actual: Problem was discussed with MFIP advisor for assistance.	Target: Ensure compliance to regulations - personnel files. Actual: Files in place for all new appointments	Target: Ensure compliance to regulations - personnel files. Actual: All files updated	All files in place
Working towards the creation of a stable capacitated personnel corps geared to increase service delivery and good performance in service delivery	Compliant HR administrative system	Cost effective & disciplined staff by 30 June 2015	Record keeping of all disciplinary hearings			No budget	Target: Quarterly report on disciplinary actions taken to council Actual: Register updated until 30/9/14 - no hearings	Target: Quarterly report on disciplinary actions taken to council Actual: Report to Council 27 Nov. 2014	Target: Quarterly report on disciplinary actions taken to council Actual: No actions taken	Target: Quarterly report on disciplinary actions taken to council Actual: No actions taken	No actions taken

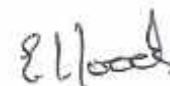
Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 3 LOCAL ECONOMIC DEVELOPMENT											
The youth of Baviaans are actively integrated and contribute to community development	Promote self development	Number of individuals benefitting from computer training by 30 June 2015	Train at least 60 x students to benefit from basic computer training by 30 June 2015	Ward 1,2,3,4	1001 2116	RO BM	Target: Table quarterly report to council on students trained Actual: Report prepared and tabled to council on 27/11/14 (46 people started training 1/7/14)	Target: Table quarterly report to council on students trained Actual: Report tabled at council meeting - people from the first quarter only finished training during the 2nd quarter.	Target: Table quarterly report to council on students trained Actual: 15 students busy with computer training	Target: Table quarterly report to council on students trained Actual: 15 students who started their training in 3rd quarter completed their training in 4th quarter	Annexure G : 15 people in 3rd quarter busy with computer training. 15 completed their training. Attendance registers available as POE in file
SMME's are provided with mandated municipal support that facilitates their growth and success	Promote opportunity for local job creation (SMME development)	Business plan for development of Steytlerville crafters by 30 June 2015	Implement business plan	Ward 2	1001 1046	R250 000 CDM	Target: Table quarterly report to council on progress made Actual: Business Plan developed and tabled. Report to council on 27/11/14 on progress made. Orders issued remedial Action:	Target: Table quarterly report to council on progress made Actual: Progress report tabled at council meeting :	Target: Table quarterly report to council on progress made Actual: Progress report to council on 29 April 2015	Target: Table quarterly report to council on progress made Actual: Final report tabled at council meeting in Aug.	Annexure H ; POE in file

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 3: LOCAL ECONOMIC DEVELOPMENT											
A pleasurable tourist experience	Promote local tourism	Execution of Tourism Plan & yearly review of action plan by 30 June 2015	Quarterly monitoring by council on implementation of Tourism Action Plan.	Ward 1,2,3,4	<u>Website</u> 10011040; <u>W/Shops</u> 10011038; <u>Road signs</u> 10011039; <u>Sundry:</u> 10011037; <u>Marketing</u> 10011041; <u>Product Dev</u> 10011044	R140 000 BM	Target: Quarterly tourism action plan to council for oversight Actual: Tourism report prepared and tabled to council on 27/11/14	Target: Quarterly tourism action plan to council for oversight Actual: Report will be tabled at next council meeting	Target: Quarterly tourism action plan to council for oversight Actual: Report to council on 29 April 2015	Target: Quarterly tourism action plan to council for oversight Actual: Report will be tabled in Aug to council	Annexure I : Tourism Action plan and minutes of council will ne proof of evidence
Enhance LED in Baviaans	Promote local economic development	Execution of LED Plan & yearly review of action plan by 30 June 2015	Quarterly monitoring by council on implementation of LED Action Plan by 30 June 2015.	Ward 1,2,3,4	10013059	R5 000 BM	Target: Quarterly LED action plan to council for oversight Actual: LED report to council on 27/11/14.	Target: Quarterly LED action plan to council for oversight Actual: Report tabled at council meeting	Target: Quarterly LED action plan to council for oversight Actual: Tabled at council meeting 29 April 15	Target: Quarterly LED action plan to council for oversight Actual: Report will be tabled in Aug to council	Annexure J : LED Action plan and minutes will form part of evidence

Objective	Strategy	Key perf.	Annual target	Ward No	Vote No	Budget & Source of Funding	Performance Milestones				Responsible Dept
		Indicator					Sep-14	Dec-14	15-Mar	Jun-15	
KEY PERFORMANCE AREA 3: LOCAL ECONOMIC DEVELOPMENT											
Address high unemployment rate	Job creation / Poverty alleviation	EPWP labour intensive programme to address high unemployment rate by 30 June 2015	Effective implementation of EPWP labour incentive conditional grant by 30/9/14	Ward 1,2,3,4	1005 0301	R1 390 000 DPW	Target: Quarterly reports to council - number of people employed Actual: 488	Target: Quarterly reports to council - number of people employed Actual: 518 people appointed	Target: Quarterly reports to council - number of people employed Actual: 450 people appointed	Target: Quarterly reports to council - number of people employed Actual: 450 people appointed	POE Report to Council on people appointed - Annexure O
		Sakha Sizwe labour programme to address high unemployment rate by 30 June 2015	Implement programme & lobby to increase number of people in the Sakha Sizwe programme	Ward 1,2,3,4		DPW	Target: Quarterly reports to council : Number of people employed Actual: 201	Target: Quarterly reports to council : Number of people employed Actual: 201	Target: Quarterly reports to council : Number of people employed Actual: 254	Target: Quarterly reports to council : Number of people employed Actual: 254 people appointed	POE Report to Council on people appointed - Annexure P
		To be a co-partner in the Rural Development Plan for Rietbron by 30 June 2015	Yearly report to council on progress made	Ward 4		No budget	Target: Yearly report to council on progress made. Actual: Had meeting during September 2014. Minutes to council on 27/11/14.	Target: 0	Target: Yearly report to council on progress made. Actual: Had meeting during 3rd quarter	Target: Report to council Actual: Final report tabled to council on progress made during 14/15.	Annexure K : Proof minutes in POE file



JZA VUMAZONKE



MAYOR: EL LOOCK

3.3 EVALUATION OF EXTERNAL SERVICE PROVIDERS 2013/14

SUPPLIER EVALUATION QUARTERLY REPORT ALL PURCHASES ABOVE R10 000.00 FOR THE MONTHS JUL 2014 - SEPT 2014									
DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Evaluate
24 July 2014	Config (Pty) Ltd	R 18 522.22	Supply and Delivery of RHC 23 PI/RHC 23 Pty Prepayment Electricity Meters	14870	1198	Advertise for 7 Working Days	17	Good Service	Mzuku
24 July 2014	Nelson Mandela Bay Municipality	R 11 177.00	Course Fees for Natis Cashier Grade F, Grade L and Grade D	14872	1134	Deviation - Exceptional Case	17	Good Service	Mzuku
25 July 2014	Ebubuleni	R 16 380.00	Accommodation for 26 Nights for E Natis Operator in PE	14877	1207	Deviation - Exceptional Case	15	Satisfied	Mzuku
31 July 2014	Teleray CC	R 19 950.00	Replace feeder cable 30 meter 57/8 inch Hellay, Replace very old Tx Array, Mast work and Safety Maintenance, Travel and Labor	14897	1239	Deviation - Emergency	16	Satisfied	Mzuku
05 August 2014	Metsi Water Solutions	R 11 470.13	Supply and Delivery of 70kg Chlorine Gas Cylinder Rental Charge	14903	1135	Advertised for 7 working days	16	Good Service	Mzuku
07 August 2014	EP Web (Pty) Ltd	R 15 253.82	Supply and Delivery of Laptops	14911	1071	Advertised for 7 working days	19	Excellent	Kurt
14 August 2014	Egmont Guest House	R 12 975.00	Accommodation for Natis Cashier	14963	1139	Advertised for 7 working days	16	Satisfied	Mzuku
03 August 2014	Ion Consulting (PTY) Ltd	R 15 180.24	Dell Latitude E5540, Advances E-Port II with 130 w AC Adaptor USB 3, Dell E2014h 49.4cm W-led HD, Wireless Combo Keyboard and , Notebook Bag	15016	1364	Advertise for 7 working Days	19	Excellent	Kurt
18 August 1900	Fulcrum Technologies	R 15 276.00	Calibration of Testing Station	15063	1545	3 Quotations	17	Very Good	Mzuku
14 August 2014	AZA Kopano	R 649 675.00	GRAP Annual Financial Statements and Accounting Assistance yearend 2013/14	174935	1325	Section 32 (1) MFMA	20	Excellent	Heleen
19 August 2014	Outeniqua Plastic	R 38 304.00	Blank Refuse Bags	15015	1447	Cancelled at Yearend and Reissuing Order	15	Satisfied	Heleen
Jul-Sept 2014	Wards	Commission	Service Level Agreement				15	Satisfied	Heleen
Jul-Sept 2014	Bovidans Café	Commission	Service Level Agreement			Not Satisfies	12	Supplier not respond back yet	Heleen
Jul-Sept 2014	Ibuyile General Dealer	Commission	Service Level Agreement				15	Satisfied	Heleen

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Evaluate
Jul-Sept 2014	Save a Lot Mini Market	Commission	Service Level Agreement				15	Satisfied	Heleen
Jul-Sept 2014	Cap Holdings	Monthly	Service Level Agreement				15	Satisfied	Heleen
Jul-Sept 2014	Syntel	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Jul-Sept 2014	Bytes Technology Group Samras	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Jul-Sept 2014	Vuku Asset Management	Monthly	Service Level Agreement				15	Satisfied	Stephan
Jul-Sept 2014	Spectrum	Annual Fees	Service Level Agreement				17	Very Good	Stephan
Jul-Sept 2014	Altech Autopage	Monthly	Service Level Agreement				15	Good Service	Stephan
Jul-Sept 2014	Element Consulting Engineers	Tender	BLM 2012/13/D18				15	Satisfied	Stephan
Jul-Sept 2014	Simec	Tender	BLM 2012/13/D18			Not Satisfied	11	Supplier not respond back yet	Stephan
Jul-Sept 2014	Active Phomile Civils CC	Tender	BLM 2012/13/D02				20	Exceeded Expectations	Stephan
Jul-Sept 2014	Kontrol Elektrika	Tender	BLM 2012/13/D16				15	Satisfied	Stephan
Jul-Sept 2014	Clink Scales Maugham-Brown	Tender	BLM 2012/13/D18				17	Satisfied	Mzuku
Jul-Sept 2014	RK Sauer Construction CC	Tender	BLM 2013/14/D01				15	Satisfied	Mzuku
Jul-Sept 2014	BU Building and Supplies	Tender	2013/14/003				15	Good Service	Mzuku
Jul-Sept 2014	Grootrivier Construction	Tender	2013/14/001				16	Satisfied	Mzuku
Jul-Sept 2014	Umbiso	Monthly	Consulting Fees				18	Very Good	Mzuku

	Service Level Agreements
	Designated Evaluator
	Not satisfactory Service
	Purchases less than R 200 000.00
	Purchases above R 200 000.00

SUPPLIER EVALUATION QUARTERLY REPORT
ALL PURCHASES ABOVE R10 000.00 FOR THE MONTH OCTOBER 2014

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
10	Carar Printers	R 20 982.00	19 000X128GSM Gloss Art Maps for Tourism office	15136	1680	10011041	23	Excellent	Jane
14	KGL Technologies	R 26 950.00	Software Asset Management Audit inclusive of complete software	15144	1685	10008296	15	Satisfied	Heleen
20	Marylou Newdigate	R 14 500.00	4 Day Advanced Masala Training	15163	1717	10011046	22	Excellent	Jane
29	Bytes Universal Systems	R 17 670.00	Scheduled General Billing Training Course [George] - U Baartman and T de Kella	15202	1698	10008082	18	Very Good	Heleen
29	Klein Karoo Toyota	R 15 124.59	V-Bell, Shocks, Steering Rack, Air Cleaner, Arm Sub Front, Disc Pads, Labour, R/R V-belt, R/R Shock Absorber, R/R Steering End, CCA, R/R Susp Arm, R/R Front Brake Pads	15204	1724	10050339	16	Good	Mzuku
29	Hemsley and Mydrai Land Survey	R 25 286.34	Pegging of Down & A Portion of Mandela Square	15208	1777	500740021	15	Satisfied	Mzuku
29	Grootrivier Construction	R 30 443.00	Supply and Delivery of Water Purification Lime to Wanhonp	15209	1775	10078069	17	Excellent	Mzuku
30	Northfield Engineering	R 15 540.48	KS3 Eta 50 250C/I C/I Mech Seal Pump	15214	1667	10074333	17	Very Good	Stephan
30	Absa Fleet Management	R 82 626.52	Assets - Vehicles	x				No Response from Kurt	Kurt
30	A & T General Dealers	R 19 207.55	Hardware material for Technical Services	x			15	Satisfied	Stephan
30	Copy X Business Solutions	R 14 967.47	Lease Agreement Copy Machines Xerox	x			15	Satisfied	Heleen
30	Department of Transport	R 212 557.29	Traffic Department	x			16	Good Service	Mzuku
30	Eskom	R 82 263.15	Electricity	x			15	Satisfied	Heleen
30	Eskom	R 1 116 377.07	Electricity	x			15	Satisfied	Heleen
30	Interch	R 28 743.37	Lease Agreement Copy Machines	x			15	Satisfied	Heleen
30	Max Prof	R 40 467.04	VAT service Level agreement	x			20	Excellent	Heleen
30	Postnester	R 41 662.62	Postage Services	x			15	Satisfied	Zenobia
30	Piet Viljoen Motors	R 25 392.64	Mechanical Services for Technical Services	x			16	Good	Mzuku
30	Suid Kaap Waardeerders	R 53 850.20	Service Level Agreement Valuers	x			13	Satisfied	Heleen

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
30	Times Media	R 20 109.60	Advertisement	x			15	Good Service	Mzuku
30	Waltons Graaff-Reinet	R 19 916.29	Stationary / Furniture	x			19	Excellent	Zenobia
Oct-14	Words	Commission	Service Level Agreement				15	Satisfied	Heleen
Oct-14	Bavians Café	Commission	Service Level Agreement				15	Satisfied	Heleen
Oct-14	Ibuyile General Dealer	Commission	Service Level Agreement				15	Satisfied	Heleen
Oct-14	Save a Lot Mini Market	Commission	Service Level Agreement				15	Satisfied	Heleen
Oct-14	Cab Holdings	Monthly	Service Level Agreement				15	Satisfied	Heleen
Oct-14	Syntel	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Oct-14	Bytes Technology Group Samras	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Oct-14	Vuku Asset Management	Monthly	Service Level Agreement				15	Good	Stephan
Oct-14	Spectrum	Annual Fees	Service Level Agreement				15	Good	Stephan
Oct-14	Altech Autopage	Monthly	Service Level Agreement				15	Good	Stephan
Oct-14	Smec	Tender	BLM 2012/13/018				15	Good	Stephan
Oct-14	Active Phambile Civils CC	Tender	BLM 2012/13/002				20	Excellent	Stephan
Oct-14	Clink Scales Maugham-Brown	Tender	BLM 2012/13/018				17	Excellent	Mzuku
Oct-14	RK Sauer Construction CC	Tender	BLM 2013/14/001				15	Satisfied	Mzuku
Oct-14	3U Building and Supplies	Tender	2013/14/003				15	Satisfied	Mzuku
Oct-14	Grootrivier Construction	Tender	2013/14/001				17	Excellent	Mzuku
Oct-14	Umbiso	Monthly	Consulting Fees				18	Excellent	Mzuku

	Service Level Agreements
	Designated Evaluator
	Not satisfactory Service
	Purchases less than R 200 000.00
	Purchases above R 200 000.00

SUPPLIER EVALUATION QUARTERLY REPORT
ALL PURCHASES ABOVE R10 000.00 FOR THE MONTH NOVEMBER 2014

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
07/11/2014	Fort Hare Solutions	R 92 659.60	Certificate Programme in Municipal Finance Management NQF level 6 for L de Beer and B Arends	15233	1007	Deviation - Sole Supplier	17	Excellent	Lizette
10/11/2014	Vzivukile Construction	R 24 777.00	Supply and Delivery of Office Furniture	15236	1809	Advertised for 7 working Days	15	Satisfied	Jane
11/11/2014	Connlog (Pty) Ltd	R 18 853.89	BEC 23 PL Motors, Wall Units and BEC Seal Kits	15243	1791	Advertised for 7 working Days	18	Good Service	Mzuku
11/11/2014	B.K.B	R 24 140.00	Diesel for Generators - Tank included	15247	1829	3 Quotes	15	Satisfied	Mzuku
17/11/2014	Hayward JC	R 21 909.00	Renovating of the Baviaans Craft Shop in Steytlerville	15268	1853	Advertised for 7 working Days	22	Excellent	Jane
17/11/2014	Dr AE van Greunen	R 29 500.00	Medical Fitness Examining with relevant injections for 61 Technical Services Employees	15265	1855	3 Quotations	15	Satisfied	Mzuku
26/11/2014	Hi Q Ngoo	R 13 064.00	Duramax 121/120L TT	15293	1877	3 Quotations	17	Excellent	Mzuku
Nov-14	Wards	Commission	Service Level Agreement				15	Satisfied	Heleen
Nov-14	Baviaans Café	Commission	Service Level Agreement				15	Satisfied	Heleen
Nov-14	Ibuyile General Dealer	Commission	Service Level Agreement				15	Satisfied	Heleen
Nov-14	Save a Lot Mini Market	Commission	Service Level Agreement				15	Satisfied	Heleen
Nov-14	Calu Holdings	Monthly	Service Level Agreement				13	Satisfied	Heleen
Nov-14	Syntell	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Nov-14	Bytes Technology Group Samras	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Nov-14	Vuku Asset Management	Monthly	Service Level Agreement				15	Good Service	Stephan
Nov-14	Spectrum	Annual Fees	Service Level Agreement				15	Satisfied	Stephan
Nov-14	Altech Autopage	Monthly	Service Level Agreement				15	Good Service	Stephan
Nov-14	Smec	Tender	BLM 2012/13/018				15	Good Service	Stephan
Nov-14	Active Phambile Civils CC	Tender	BLM 2012/13/002				15	Good Service	Stephan
Nov-14	Clink Scales Maugham-Brown	Tender	BLM 2012/13/018				16	Good Service	Mzuku
Nov-14	RK Sauer Construction CC	Tender	BLM 2013/14/001				15	Good Service	Mzuku
Nov-14	BU Building and Supplies	Tender	2013/14/003				15	Satisfied	Mzuku
Nov-14	Grouvriev Construction	Tender	2013/14/001				15	Good Service	Mzuku
Nov-14	Uhambiso	Monthly	Consulting fees				16	Satisfied	Mzuku

	Service Level Agreements
	Designated Evaluator
	Not satisfactory Service
	Purchases less than R 200 000.00
	Purchases above R 200 000.00

SUPPLIER EVALUATION QUARTERLY REPORT
ALL PURCHASES ABOVE R10 000.00 FOR THE MONTH DECEMBER 2014

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person responsible
04 Dec 15	Voltex George	R 20 115.60	Set of Working Earth	15332	1840	Advertised for 7 working Days	15	Satisfied	Mzuku
05 Dec 15	ABC Pumps & Engineering	R 10 526.30	Pump End, Motor Leadout cable, and cable joint	15334	1938	3 Quotes	15	Satisfied	Mzuku
10-Dec-15	Metsi Water Solutions	R 13 180.22	70kg Chlorine Gas Cylinder, Rental Charge 1-84 Days Free Rental	15343	1957	3 Quotations	17	Excellent	Mzuku
11-Dec-15	Piet Viljoen Motors	R 12 298.63	Honey Sucker Wheel Cylinder, Rear Hardbrake booster, Rear Wheel Cylinder, Overhaul Handbrake Cylinder, Transport, Labour and Brakefluid	15354	1969	Deviation - Emergency	17	Excellent	Mzuku
12-Jan-00	Olivier WH	R 10 000.00	Deposit to allow commencement of adjudication, normal hours, mileage and disbursement	15257	1848	Deviation - Exceptional Case	18	Very Good	Heleen
Dec-14	Wards	Commission	Service Level Agreement				15	Satisfied	Heleen
Dec-14	Deviants Café	Commission	Service Level Agreement						Heleen
Dec-14	Ibuyile General Dealer	Commission	Service Level Agreement				15	Satisfied	Heleen
Dec-14	Save a Lot Mini Market	Commission	Service Level Agreement				15	Satisfied	Heleen
Dec-14	Cab Holdings	Monthly	Service Level Agreement				15	Satisfied	Heleen
Dec-14	Syntell	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Dec 14	Bytes Technology Group Samras	Annual Fees	Service Level Agreement				13	Satisfied	Heleen
Dec-14	AZA Kopano		GKAP Annual Financial Statements and Accounting Assistance yearend 2013/14	174935	1325	Section 32 (1) MFMA	20	Excellent	Heleen
Dec-14	KMPG	Annual Fees	Service Level Agreement						Heleen
Dec-14	Vuku Asset Management	Monthly	Service Level Agreement				15	Good	Stephan
Dec-14	Spectrum	Annual Fees	Service Level Agreement				15	Satisfied	Stephan
Dec 14	Altech Autopage	Monthly	Service Level Agreement				15	Satisfied	Stephan
Dec 14	Element Consulting Engineers	Tender	BLM 2012/13/018				15	Satisfied	Stephan
Dec-14	Smet	Tender	BLM 2012/13/018				15	Good	Stephan
Dec-14	Active Phambile Civils CC	Tender	BLM 2012/13/002				15	Good	Stephan
Dec-14	Clink Scales Maugham-Brown	Tender	RUM 2012/13/018				17	Good	Mzuku
Dec-14	RK Sauer Construction CC	Tender	RLM 2013/14/001				15	Satisfied	Mzuku
Dec-14	3U Building and Supplies	Tender	2013/14/003				15	Satisfied	Mzuku
Dec-14	Grootrivier Construction	Tender	2013/14/001				17	Excellent	Mzuku
Dec-14	Ushambiso	Monthly	Consulting Fees				18	Excellent	Mzuku

	Service Level Agreements
	Designated Evaluator
	Not satisfactory Service
	Purchases less than R 200 000.00
	Purchases above R 200 000.00

SUPPLIER EVALUATION QUARTERLY REPORT
ALL PURCHASES ABOVE R10 000.00 FOR THE MONTH JANUARY 2015

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
06-Jan-15	Northfield Engineering	R 21 888.85	QFN 30/11 Borehole Pump 56S18/12 Wet End, QFN 12/44 Borehole Pump 54S8/44 Wet End	15377	2014		15	Good Work	Stephan
13-Jan-15	Piet Viljoen Motors	R 17 600.00	Supply & Fit 2x Tubes & Tyres 16 34 (14-34)	15403	2051		16	Satisfied	Mzuku
14-Jan-15	Media 24 Beperk	R 15 350.00	Advertisement Technical Service manager - Burger Oos/Wes Kaap	15407	2065		18	Very Good	Zenobia
04-Jan-15	Voitex George	R 20 115.60	Set of Working Earth	15332	1840		17	Excellent	Mzuku
22-Jan-00	Willowmore Tourism	R 10 000.00	Product Development Fund for 14/15 Financial Year	15436	2087		Still in progress		Jane
22-Jan-00	Steytlerville Tourism	R 10 000.00	Development funds for Steytlerville Tourism 14/15 Financial Year	15437	2088		Still in progress		Jane
28-Jan-00	Waltons Graaff-Reinet	R 11 376.13	Galaxy Tab 10.1 in 16GB Onboard memory PS100 (UD TI 32Gb Ext/Memory SD Card Wifi	15457	2147		17	Excellent	Mzuku
21-Jan-00	CHM Yuwani Computer Solutions	R 31 148.53	Dell Latitude E5540 Laptop, Targus Sport N/Book, Mobile Mouse, Optical Mouse	15425	2099	Advertise - 2014/15/004	15	Satisfied	Heleen
21-Jan-00	Cuteniqua Plastics	R 70 244.00	Supply and Delivery of 140 000 Black Refuse Bags	15426	2096	Advertise - 2014/15/005	15	Satisfied	Heleen
23-Jan-00	Mzivukile Construction	R 78 701.43	Supply and Delivery of Safety Clothing			Advertise - 2014/15/003	13	Poor Service	Mzuku
Jan-15	ABSA BANK (WILLOWMORE)	R 178 197.43					15	Satisfied	Heleen
Jan-15	ABSA FLEET MANAGEMENT SOLUTIONS	R 80 527.57					15	Satisfied	Mzuku
Jan-15	Department of Transport	R 136 844.65					17	Excellent	Mzuku
Jan-15	Fintech	R 27 332.85					15	Satisfied	Heleen
Jan-15	Wards	Commission	Service Level Agreement				15	Satisfied	Heleen
Jan-15	Baviaans Café	Commission	Service Level Agreement				15	Satisfied	Heleen
Jan-15	Ibuyile General Dealer	Commission	Service Level Agreement				15	Satisfied	Heleen
Jan-15	Save a Lot Mini Market	Commission	Service Level Agreement				15	Satisfied	Heleen
Jan-15	Cab Holdings	Monthly	Service Level Agreement			Section 32 (1) MFMA	15	Satisfied	Heleen
Jan-15	Syntell	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Jan-15	Bytes Technology Group Samras	Annual Fees	Service Level Agreement				13	Not Satisfied	Heleen
Jan-15	KGL Technologies	Monthly	Service Level Agreement				15	Satisfied	Heleen
Jan-15	Vuku Asset Management	Monthly	Service Level Agreement				15	Good Service	Stephan

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
Jan-15	Spectrum	Annual Fees	Service Level Agreement				15	Satisfied	Stephan
Jan-15	Aitech Autopage	Monthly	Service Level Agreement				15	Good Work	Stephan
Jan-15	Element Consulting Engineers	Tender	BLM 2012/13/018				15	Satisfied	Stephan
Jan-15	Smec	Tender	BLM 2012/13/018				15	Good Work	Stephan
Jan-15	Active Phambile Civils CC	Tender	BLM 2012/13/002				15	Good work	Stephan
Jan-15	Clink Scales Maugham-Brown	Tender	BLM 2012/13/018				17	Good Work	Mzuku
Jan-15	RK Sauer Construction CC	Tender	BLM 2013/14/001				16	Satisfied	Mzuku
Jan-15	Grootrivier Construction	Tender	2013/14/001				17	Excellent	Mzuku
Jan-15	Uhambiso	Monthly	Consulting Fees				17	Excellent	Mzuku

	Service Level Agreements
	Designated Evaluator
	Not satisfactory Service
	Purchases less than R 200 000.00
	Purchases above R 200 000.00

SUPPLIER EVALUATION QUARTERLY REPORT
ALL PURCHASES ABOVE R10 000.00 FOR THE MONTH FEBRUARY 2015

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
02-Feb-15	Willowmore Hardware CC	R 10 750.00	Ac Contract 1770 770V, Isolator ATCR 6SA 4KA DP Dual Mount, Earth L/R Sam ISO DP 60 A 2,5, Overload 1,6 2,5 (0,5 3,5), Cable s/c 100MM Black, Cable s/c 1,5 Black, Cable S/C 10,0 mm Red	15473	2165		16	Satisfied	Mzuku
04-Feb-15	Don Crosswell Library Products	R 39 914.07	Clear Plastic 300, 400 and 500mm, Eurocell Magic Tape, Adhesive Book Pockets, Book Repair Wings, Corners etc.	15478	2170		19	Excellent	Jane
03-Feb-15	Northfield Engineering	R 15 540.48	Supply KSB Pump	15475	2137		No responds		Stephan
09-Feb-15	Trevor Kay CC	R 12 312.00	Time Based Charges- Retainer as per Arbitrator's Conditions Of Appointment	15448	2184		Still in progress		MM
11-Feb-15	Joshua West (Pty) Ltd	R 23 936.58	Centrifugal Pumps & Mechanical Seals Training For Technical Services	15500	2173		16	Satisfied	Mzuku
12-Feb-15	B.K.B	R 18 940.00	Diesel (500PPM) 0,5% Normal	15503	2217		16	Good Service	Mzuku
27-Feb-15	Il patch	R 26 584.80	Supply and Delivery of Cold Mix Asphalt	15559	2309		16	Satisfied	Mzuku
27-Feb-15	Human & Snel Contracting and Supply	R 119 700.00	Supply and Delivery of Water Purification Unit	15560	2408		16	Satisfied	Mzuku
23-Feb-15	Olivier WH	R 70 000.00	Direct Payment above R10 000				15	Satisfied	Helen
06-Feb-15	Copy X Business Solutions CC	R 46 865.42	Direct Payment above R10 000				15	Satisfied	Helen
06-Feb-15	Fintech	R 27 332.85	Direct Payment above R10 000				15	Satisfied	Helen
18-Feb-15	Department of Transport	R 187 629.86	Direct Payment above R10 000				17	Satisfied	Mzuku
15-Feb-15	Graaff-Reinet Adviser	R 11 580.15	Direct Payment above R10 000				18	Satisfied	Semonique
23-Feb-15	Hubertha Gucat House	R 13 320.00	Direct Payment above R10 000				20	Excellent	Lizette
12-Feb-15	Mott MacDonald	R 35 693.40	Direct Payment above R10 000				16	Satisfied	Mzuku
06-Feb-15	Piet Viljoen Motors	R 20 092.28	Direct Payment above R10 000				15	Satisfied	Mzuku
13-Feb-15	Urhwabo E-Transend	R 651 852.76	Direct Payment above R10 000				16	Satisfied	Mzuku
06-Feb-15	Willowmore Hardware CC	R 49 512.75	Direct Payment above R10 000				16	Good Service	Mzuku
23-Feb-15	Alsa Fleet Management Solu	R 81 556.29	Direct Payment above R10 000				17	Excellent	Mzuku
Feb-15	Wards	Commission	Service Level Agreement				15	Satisfied	Helen
Feb-15	Baviaans Café	Commission	Service Level Agreement				15	Satisfied	Helen
Feb-15	Ibuyile General Dealer	Commission	Service Level Agreement				15	Satisfied	Helen
Feb-15	Save a Lot Mini Market	Commission	Service Level Agreement				15	Satisfied	Helen

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
Feb-15	Cob Holdings	Monthly	Service Level Agreement			Section 32 (1) MFMA	15	Satisfied	Haleon
Feb-15	Syntell	Annual Fees	Service Level Agreement				15	Satisfied	Haleon
Feb-15	Bytes Technology Group Samras	Annual Fees	Service Level Agreement				10	Not Satisfied	Haleon
Feb-15	KIT Technologies	Monthly	Service Level Agreement				15	Satisfied	Haleon
Feb-15	Vuku Asset Management	Monthly	Service Level Agreement					no responds	Stephan
Feb-15	Spectrum	Annual Fees	Service Level Agreement					no responds	Stephan
Feb-15	Alltech Autopage	Monthly	Service Level Agreement					no responds	Stephan
Feb-15	Element Consulting Engineers	Tender	BLM 2012/13/018					no responds	Stephan
Feb-15	Smet	Tender	BLM 2012/13/018					no responds	Stephan
Feb-15	Activa Phambile Civils CC	Tender	BLM 2012/13/002					no responds	Stephan
Feb-15	Clink Scales Maugham-Brown	Tender	BLM 2012/13/018				17	Satisfied	Mzuku
Feb-15	RK Sauer Construction CC	Tender	BLM 2013/14/001				17	Satisfied	Mzuku
Feb-15	Grootrivier Construction	Tender	2013/14/001				16	Satisfied	Mzuku
Feb-15	Uhambiso	Monthly	Consulting Fees				17	Excellent	Mzuku

	Service Level Agreements
	Designated Evaluator
	Not satisfactory Service
	Purchases less than R 200 000.00
	Purchases above R 200 000.00

SUPPLIER EVALUATION QUARTERLY REPORT
ALL PURCHASES ABOVE R10 000.00 FOR THE MONTH MARCH 2015

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ.	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
13-Mar-15	CHM Vuwani Computer Solutions	R 19 551.63	Dell Latitude E5550 Laptop, Targus Campus Backpack, Wireless Mouse 4000 USB Blue Track, Transcend USB Hard Drive	15603	2382	3 Quotations	15	Satisfied	Heleen
16-Mar-15	ZA Webs Design CC	R 18 000.00	Annual Maintenance Fee for the Baviaans Websites, We Hosting and domain	15606	2402	Service Level Agreement	18	Very Good	Jane
16-Mar-15	Rietbron Tourism	R 10 000.00	Drum project- Placing drums in Town and Townships	15610	2378	Donation- Council Resolution	17	Satisfied	Jane
18-Mar-15	Brilliant Computers	R 29 449.00	Furniture for the Baviaans Craft Shop: Steytleville	15678	2405	Advertised for 7 working days	17	Quality Service	Jane
18-Mar-15	October Sky Plant Hire& Supplier	R 27 740.19	Material/Equipment for the Baviaans Craft Shop: Steytleville	15622	2413	Advertised for 7 working days	14	Satisfied - Average	Jane
24-Mar-15	Willowmore Hardware CC	R 13 810.75	Hardware	15647	2432	3 Quotations	17	Satisfied	Mzuku
Mar-15	Department of Transport	R 250 175.40	Direct Payments above R10 000				16	Satisfied	Mzuku
Mar-15	ABSA Fleet Management	R 75 326.99	Direct Payments above R10 000				17	Excellent	Mzuku
Mar-15	Abso Vehicle Management	R 178 000.17	Direct Payments above R10 000				17	Excellent	Mzuku
Mar-15	Copy X Business Solutions	R 10 005.63	Direct Payments above R10 000				15	Satisfied	Heleen
Mar-15	De Jagersloodglazers	R 638 756.98	Direct Payments above R10 000				17	Excellent	Mzuku
Mar-15	Finetech	R 27 332.85	Direct Payments above R10 000				15	Satisfied	Heleen
Mar-15	Ford Hare Solutions	R 92 659.60	Direct Payments above R10 000				15	Satisfied	Lizotto
Mar-15	Mort McDonald PHINA	R 41 841.65	Direct Payments above R10 000				16	Satisfied	Mtriki
Mar-15	Northfield Engineering	R 37 429.34	Direct Payments above R10 000				15	Satisfied	Stephan
Mar-15	Olivier WH	R 14 580.66	Direct Payments above R10 000				17	Satisfied	MM
Mar-15	Ouleriqua Plastic	R 19 152.00	Direct Payments above R10 000				15	Satisfied	Semprique
Mar-15	Guld Kaap Waardeeders	R 53 859.19	Direct Payments above R10 000				11	Not Satisfied	Heleen
Mar-15	Times Media	R 15 355.80	Direct Payments above R10 000				18	Very Good	Zenobia
Mar-15	Urhwebo E-Transand	R 913 456.47	Direct Payments above R10 000				16	Satisfied	Mzuku
Mar-15	Voltex George	R 29 115.60	Direct Payments above R10 000				17	Excellent	Mzuku
Mar-15	Waltons George	R 17 530.40	Direct Payments above R10 000				16	Satisfied	Zenobia
Mar-15	Watts	Commission	Service Level Agreement				15	Satisfied	Heleen
Mar-15	Baviaans Café	Commission	Service Level Agreement				9	Supplier not responding here	Heleen
Mar-15	Ibuyile General Dealer	Commission	Service Level Agreement				15	Satisfied	Heleen

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	RFQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
Mar-15	Save a Lot Mini Market	Commission	Service Level Agreement				15	Satisfied	Heleen
Mar-15	Cap Holdings	Monthly	Service Level Agreement			Section 32 (1) MFMA	15	Satisfied	Heleen
Mar-15	Syntell	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Mar-15	Byres Technology Group Samras	Annual Fees	Service Level Agreement				11	Not Satisfied	Heleen
Mar-15	KGL Technologies	Monthly	Service Level Agreement				14	Not Satisfied	Heleen
Mar-15	Vuku Asset Management	Monthly	Service Level Agreement				15	Satisfied	Stephan
Mar-15	Spectrum	Annual Fees	Service Level Agreement				15	Satisfied	Stephan
Mar-15	Altech Autopage	Monthly	Service Level Agreement				15	Satisfied	Stephan
Mar-15	Element Consulting Engineers	Tender	BLM 2012/13/018				15	Satisfied	Stephan
Mar-15	Smec	Tender	BLM 2012/13/018				15	Satisfied	Stephan
Mar-15	Active Phambile Civils CC	Tender	BLM 2012/13/002				20	Very Good	Stephan
Mar-15	Clink Scales Maugham-Brown	Tender	BLM 2012/13/018				16	Satisfied	Mzuku
Mar-15	RK Sauer Construction CC	Tender	BLM 2013/14/001				17	Satisfied	Mzuku
Mar-15	Grootrivier Construction	Tender	2013/14/001				18	Excellent	Mzuku
Mar-15	Uhambiso	Monthly	Consulting Fees				18	Excellent	Mzuku

	Service Level Agreements
	Designated Evaluator
	Not satisfactory Service
	Purchases less than R 200 000.00
	Purchases above R 200 000.00

SUPPLIER EVALUATION QUARTERLY REPORT
ALL PURCHASES ABOVE R10 000.00 FOR THE MONTH APRIL 2015

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
10-Apr-15	Ezamampinga Construction	R 19 250.00	Repair/replace ceiling put up partitioning and door/painting of building/ roof/replace facial boards/replace two poles/transport accommodation	15683	2508	10011046		Still in Progress	Jane
16-Apr-15	Metsi Water Solutions	R 13 978.18	70kg Chlorine Gas Cylinder Rental Charge	15719	2553	10078069	18	Excellent	Mzuku
22-Apr-15	Department of Transport	R 13 035.00	R751 - New Card Orders	15743	2595	10058078	16	Good Service	Mzuku
28-Apr-15	Tsonga and Tsonga Republic	R 14 000.00	Marketing & Sales for Bavlaans Craft Shop	15768	2626	10011046	15	Satisfied	Jane
30-Apr-15	Revenue Consulting Pty Ltd	R 10 069.69	Commission on Collections March 2015	15778	2656	10008029	17	Very Satisfied	Heleen
24-Apr-15	Abaphumeleli Trading 1154 C	R 47 500.00	Supply & Delivery of 354 Core bundle Conductors and 10mm Airdac	15758	2623	10074333	16	Satisfied	Mzuku
20-Apr-15	Van Schaik Bookstore	R 80 487.94	Supply & Delivery of Library Books	15784	2570	10038056	19	Good Quality	Jane
30-Apr-15	Anthony Management Systems	R 35 000.00	Business training & mentoring for Steytleville Crafters	15784	2658	10011046	21	Excellent & High Quality	Jane
Apr-15	Absa Fleet Management S	R 102 587.93	Direct Payments above R10 000				15	Satisfied	Mzuku
Apr-15	Absa Fleet Management F	R 144 863.23	Direct Payments above R10 000				18	Excellent	Mzuku
Apr-15	Copy X Business Solutions	R 35 974.03	Direct Payments above R10 000				15	Satisfied	Heleen
Apr-15	Department of Transport	R 111 276.26	Direct Payments above R10 000				16	Good Service	Mzuku
Apr-15	De Jager Loodgieter kontra	R 123 530.41	Direct Payments above R10 000				18	Excellent	Mzuku
Apr-15	Fintech	R 27 332.85	Direct Payments above R10 000				15	Satisfied	Heleen
Apr-15	Vuku Asset Management	R 10 533.60	Direct Payments above R10 000				15	Satisfied	Stephan
Apr-15	Joshua West Pty Ltd	R 23 936.58	Direct Payments above R10 000				18	Excellent	Mzuku
Apr-15	Metsi Water Solutions	R 16 072.26	Direct Payments above R10 000				18	Excellent	Mzuku
Apr-15	MDL Electrical	R 424 136.86	Direct Payments above R10 000				17	Satisfied	Mzuku
Apr-15	WH Olivier	R 25 204.28	Direct Payments above R10 000				16	Satisfied	MM
Apr-15	Piel Viljoen Motors	R 46 518.50	Direct Payments above R10 000				16	Satisfied	Mzuku
Apr-15	RK Sauer Construction	R 354 401.30	Direct Payments above R10 000				16	Satisfied	Mzuku
Apr-15	Uhambiso Consult	R 98 548.07	Direct Payments above R10 000				20	Very Good	Stephan
Apr-15	Urhobo E-Transand	R 330 843.61	Direct Payments above R10 000				15	Satisfied	Stephan
Apr-15	Willowmore Hardware CC	R 78 531.55	Direct Payments above R10 000				18	Excellent	Mzuku
Apr-15	Waltons Graaff-Reinet	R 72 516.40	Direct Payments above R10 000				15	Satisfied	Heleen

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
Apr-15	Wards	Commission	Service Level Agreement				15	Satisfied	Heleen
Apr-15	Baviaans Café	Commission	Service Level Agreement				15	Satisfied	Heleen
Apr-15	Ibuyile General Dealer	Commission	Service Level Agreement				15	Satisfied	Heleen
Apr-15	Save a Lot Mini Market	Commission	Service Level Agreement				15	Satisfied	Heleen
Apr-15	Cab Holdings	Monthly	Service Level Agreement			Section 32 (1) MFMA	15	Satisfied	Heleen
Apr-15	Syntell	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Apr-15	Bytes Technology Group Sam	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Apr-15	KGL Technologies	Monthly	Service Level Agreement				15	Satisfied	Heleen
Apr-15	Vuku Asset Management	Monthly	Service Level Agreement				15	Satisfied	Stephan
Apr-15	Spectrum	Annual Fees	Service Level Agreement				15	Satisfied	Stephan
Apr-15	Altech Autopage	Monthly	Service Level Agreement				14	Satisfied	Stephan
Apr-15	Element Consulting Engineers	Tender	BLM 2012/13/018				15	Satisfied	Stephan
Apr-15	Smec	Tender	BLM 2012/13/018				17	Very Satisfied	Stephan
Apr-15	Active Phambile Civils CC	Tender	BLM 2012/13/002				20	Excellent	Stephan
Apr-15	Clink Scales Maugham-Rmwn	Tender	BLM 2012/13/018				17	Excellent	Mzuku
Apr-15	RK Souer Construction CC	Tender	BLM 2013/14/001				16	Satisfied	Mzuku
Apr-15	Grootvler Construction	Tender	2013/14/001				17	Excellent	Mzuku
Apr-15	Uhambiso	Monthly	Consulting Fees				18	Excellent	Mzuku

	Service Level Agreements
	Designated Evaluator
	Not satisfactory Service
	Purchases less than R 200 000.00
	Purchases above R 200 000.00

SUPPLIER EVALUATION QUARTERLY REPORT
ALL PURCHASES ABOVE R10 000.00 FOR THE MONTH MAY 2015

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS
05-May-15	A.K. O'Connell	R 39 000.00	Supply and Production of a Promotional Web Video Series for Internet and Trade Shows	15787	2661	10011046	21	Excellent & High Quality
07-May-15	Steytlerville Grafters Primary	R 14 950.00	Funds to Purchase Raw Craft Materials	15795	2665	10011046	15	Satisfied
13-May-15	Media Beperk	R 10 695.00	Half Page Advert for "Weg" Magazine	15803	2683	10011041	18	Good Quality
14 May 15	Times Media	R 12 681.36	Advert in Herald tender no 2014/15/018 BLM	15806	2692	10050292	24	Excellent
21 May 15	Lenash International Investment	R 10 540.78	Supply and Delivery of Road Signs	15813	2609	10050324	Not been received yet	
21-May-15	Trevor Kay CC	R 15 640.00	Legal Fees Arbitration: qingqa Kwedeni Inkosi Inathi Construction / Bavians Municipality	15812	2701	10006162	15	Satisfied
28-May-15	Revenue Consulting (Pty) Ltd	R 12 799.57	Commission on Collections For April 2015	15821	2709	10008029	17	Very Satisfied
26-May-15	Sicideni Contracting	R 36 310.00	Supply and Delivery of Fence and Poles for a Field of 12 Square Meters	15824	2697	10050307	15	Satisfied
May-15	Absa Fleet Management Solution	R 184 407.53	Direct Payment				18	Excellent
May-15	Department of Transport	R 178 457.62	Direct Payment				16	Good Service
May-15	Die lagers Landgieter Kontrakte	R 790 263.67	Direct Payment				16	Good Service
May-15	Fintech	R 27 332.85	Direct Payment				15	Satisfied
May-15	Vuku Asset Management	R 10 533.60	Direct Payment				15	Satisfied
May-15	Human & Snell Contracting	R 11 970.00	Direct Payment				17	High Standard
May-15	KGL Technologies	R 18 150.00	Direct Payment				15	Satisfied
May-15	Mzivukile Construction	R 78 701.43	Direct Payment				11	Poor Service
May-15	MDI Electrical CC	R 162 752.10	Direct Payment				16	Good Service
May-15	RK Sauer Construction South Cape	R 519 235.54	Direct Payment				16	Good Service
May-15	Retbron Toerisme	R 10 000.00	Direct Payment				Still in progress	
May-15	Revenue Consulting Pty Ltd	R 10 069.69	Direct Payment				17	Very Satisfied
May 15	Suid-koop Waardeerders	R 10 773.00	Direct Payment				15	Satisfied
May-15	Steytlerville Tourism	R 10 000.00	Direct Payment				Still in progress	
May-15	Uhambiso Consult (Pty) Ltd	R 1 618 243.63	Direct Payment				17	Good Service
May-15	Urhwebo E-Transand	R 1 466 415.35	Direct Payment				15	Satisfied
May-15	Wallons Graaff-Reinett	R 21 893.35	Direct Payment				21	Excellent
May-15	Willowmore Tourism	R 10 000.00	Direct Payment				Still in progress	
May 15	Wards	Commission	Service Level Agreement				15	Satisfied
May-15	Bavians Café	Commission	Service Level Agreement				15	Satisfied

SUPPLIER EVALUATION QUARTERLY REPORT
ALL PURCHASES ABOVE R10 000.00 FOR THE MONTH MAY 2015

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS
05-May-15	B.K. O'Connell	R 39 000.00	Supply and Production of a Promotional Web Video Series for Internet and Trade Shows	15787	2661	10011045	21	Excellent & High Quality
07-May-15	Steytlerville Grafters Primary	R 14 950.00	Funds to Purchase Raw Craft Materials	15795	2665	10011045	15	Satisfied
13-May-15	Media Beperk	R 10 695.00	Half Page Advert for "Weg" Magazine	15803	2683	10011041	18	Good Quality
14-May-15	Times Media	R 12 681.35	Advert in Herald Tender 10 2014/15/018	15806	2692	100150292	24	Excellent
21-May-15	Lenash International Investment	R 10 540.78	Supply and Delivery of Road Signs	15813	2609	10050324	Not been received yet	
21-May-15	Trevor Kay CC	R 15 610.00	Legal Fees Arbitration: qingqa Kwedeni Inkosi Inathi Construction / Baviaans Municipality	15812	2701	10006162	15	Satisfied
28-May-15	Revenue Consulting (Pty) Ltd	R 12 735.57	Commission on Collections For April 2015	15821	2709	10008029	17	Very Satisfied
26-May-15	Sindeni Contracting	R 36 310.00	Supply and Delivery of Fence and Poles for a Field of 12 Square Meters	15824	2692	100150307	15	Satisfied
May-15	Absa Fleet Management Solution	R 184 407.53	Direct Payment				18	Excellent
May-15	Department of Transport	R 178 452.62	Direct Payment				16	Good Service
May-15	Dja Jagers Landgraaf Kontrakte	R 790 254.67	Direct Payment				16	Good Service
May-15	Fintech	R 27 332.85	Direct Payment				15	Satisfied
May-15	Vuku Asset Management	R 10 533.60	Direct Payment				15	Satisfied
May-15	Human & Snell Contracting	R 11 970.00	Direct Payment				17	High Standard
May-15	KGL Technologies	R 18 150.00	Direct Payment				15	Satisfied
May-15	Mzivukile Construction	R 78 701.43	Direct Payment				11	Poor Service
May-15	M/DL Electrical CC	R 152 752.10	Direct Payment				16	Good Service
May-15	RK Sauer Construction South Cape	R 519 235.54	Direct Payment				16	Good Service
May-15	Rietbron Toerisme	R 10 000.00	Direct Payment				Still in progress	
May-15	Revenue Consulting Pty Ltd	R 10 059.69	Direct Payment				17	Very Satisfied
May-15	Suid-kaap Waardeerders	R 10 773.00	Direct Payment				15	Satisfied
May-15	Steytlerville Tourism	R 10 000.00	Direct Payment				Still in progress	
May-15	Uhambiso Consult (Pty) Ltd	R 1 618 243.63	Direct Payment				17	Good Service
May-15	Urhwebo E-Transad	R 1 456 415.35	Direct Payment				15	Satisfied
May-15	Waltons Graaff-Reinett	R 21 893.35	Direct Payment				21	Excellent
May-15	Willowmore Tourism	R 10 000.00	Direct Payment				Still in progress	
May-15	Wards	Commission	Service Level Agreement				15	Satisfied
May-15	Baviaans Café	Commission	Service Level Agreement				15	Satisfied

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS
May-15	Ibuyile General Dealer	Commission	Service Level Agreement				15	Satisfied
May-15	Save a Lot Mini Market	Commission	Service Level Agreement				15	Satisfied
May-15	Cab Holdings	Monthly	Service Level Agreement			Section 32 (1) ME-MA	15	Satisfied
May-15	Syntell	Annual Fees	Service Level Agreement				15	Satisfied
May-15	Eyres Technology Group Samras	Annual Fees	Service Level Agreement				10	Satisfied
May-15	KGI Technologies	Monthly	Service Level Agreement				15	Satisfied
May-15	Vukki Asset Management	Monthly	Service Level Agreement				15	Satisfied
May-15	Spectrum	Annual Fees	Service Level Agreement				15	Satisfied
May-15	Altech Autopage	Monthly	Service Level Agreement				15	Satisfied
May-15	Element Consulting Engineers	Tender	BLM 2012/13/018				15	Satisfied
May-15	Smec	Tender	BLM 2012/13/018				15	Satisfied
May-15	Active Phambile Civils CC	Tender	BLM 2012/13/002				20	Excellent
May-15	Clink Scales Maugham Brown	Tender	BLM 2012/13/018				15	Good Service
May-15	PK Sauer Construction CC	Tender	BLM 2013/14/001				15	Good Service
May-15	Grootrivier Construction	Tender	2013/14/001				15	Good Service
May-15	Uhambiso	Monthly	Consulting Fees				17	Excellent

	Service Level Agreements
	Designated Evaluator
	Not satisfactory Service
	Purchases less than R 200 000.00
	Purchases above R 200 000.00

SUPPLIER EVALUATION QUARTERLY REPORT
ALL PURCHASES ABOVE R10 000.00 FOR THE MONTH JUNE 2015

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
03-Jun-15	Caxton Magazines (CTP Limited)	R 28 500.00	Advert in Country Life Magazine for September 2015 issue	15826	2713	1C011046	17	Good Service	Jane
17-Jun-15	Focal Point Computer Consultant	R 12 178.62	Service of the Old Printer at Revenue, Traveling, Call out fee, Calibration, Service etc.	15835	2728	1C006318	16	Good	Kurt
Jun-15	Active Phombili Civils	R 511 493.16	Direct Payments				15	Satisfied	Stephan
Jun-15	Autumn Skies Trading 257 Cc	R 109 982.25	Direct Payments				15	Satisfied	Mzuku
Jun-15	Abaphumeleli Trading 1164	R 47 500.00	Direct Payments				17	Good Service	Mzuku
Jun-15	Copy X Business Solutions Cc	R 83 882.88	Direct Payments				15	Satisfied	Heleen
Jun-15	Department of Transport	R 50 388.37	Direct Payments				16	Good	Mzuku
Jun-15	KPMG Services (Pty) Ltd	R 55 740.00	Direct Payments				15	Satisfied	Heleen
Jun-15	Oos Vrystaat Kaap Bedryf Beper	R 16 449.20	Direct Payments				15	Satisfied	Mzuku
Jun-15	Fosmeester	R 42 805.10	Direct Payments				15	Satisfied	Zenobia
Jun-15	Piet Viljoen Motors	R 29 554.81	Direct Payments				16	Good	Mzuku
Jun-15	Revenue Consulting Pty Ltd	R 18 176.07	Direct Payments				17	Very Satisfied	Heleen
Jun-15	Steyn & V.D. Vyver	R 165 044.22	Direct Payments				16	Satisfied	MM
Jun-15	Sicedeni Contracting And Suppl	R 11 524.35	Direct Payments				15	Satisfactory	Mzuku
Jun-15	Willowmore Hardware Cc	R 29 939.48	Direct Payments				16	Good Service	Mzuku
Jun-15	Zaaymans Garage	R 12 769.03	Direct Payments				16	Satisfied	Mzuku
Jun-15	Zawebs Design Cc	R 18 900.00	Direct Payments				18	Good Quality	Jane
Jun-15	Department of Transport	R 122 423.66	Direct Payments				16	Satisfied	Mzuku
Jun-15	Media 24 News	R 10 559.00	Direct Payments				23	Excellent	Desme
Jun-15	Wards	Commission	Service Level Agreement				15	Satisfied	Heleen
Jun-15	Baviaans Café	Commission	Service Level Agreement				15	Satisfied	Heleen
Jun-15	Ibuyile General Dealer	Commission	Service Level Agreement				15	Satisfied	Heleen
Jun-15	Save a Lot Mini Market	Commission	Service Level Agreement				15	Satisfied	Heleen
Jun-15	Cab Holdings	Monthly	Service Level Agreement			Section 32 (1) MFMA	15	Satisfied	Heleen
Jun-15	Syntell	Annual Fees	Service Level Agreement				15	Satisfied	Heleen
Jun-15	Bytes Technology Group Samras	Annual Fees	Service Level Agreement				10	Unable to deliver	Heleen
Jun-15	KGL Technologies	Monthly	Service Level Agreement				15	Satisfied	Heleen
Jun-15	Vuku Asset Management	Monthly	Service Level Agreement				15	Satisfied	Stephan
Jun-15	Spectrum	Annual Fees	Service Level Agreement				15	Satisfied	Stephan
Jun-15	Altech Autopage	Monthly	Service Level Agreement				15	Satisfied	Stephan
Jun-15	Element Consulting Engineers	tender	BLM 2012/13/018				15	Satisfied	Stephan

DATE	SUPPLIER	AMOUNT	DESCRIPTION	ORDER	REQ	INFORMATION	RATING FROM 1-25	OVERALL COMMENTS	Person Responsible
Jun-15	Smac	Tender	BLM 2012/13/018				15	Satisfied	Stephan
Jun-15	Active Phomble Civils CC	Tender	BLM 2012/13/002				15	Satisfied	Stephan
Jun-15	Clink Scales Maugham-Brown	Tender	BLM 2012/13/018				16	Good Service	Mzuku
Jun-15	RK Sauer Construction CC	Tender	BLM 2013/14/001				15	Good	Mzuku
Jun-15	Grootrivier Construction	Tender	2013/14/001				16	Good Service	Mzuku
Jun-15	Uhambiso	Monthly	Consulting Fees				17	High Standard	Mzuku

3.4 ACTION PLAN TO ADDRESS AUDITOR GENERAL'S REPORT 2013/14

Man Report Finding Number	Finding	Management Action/Recommendation	Responsible person	Time Frame	Progress 31 January 2015
1 & 2	Cash & Cash equivalents – cash received not banked	<ul style="list-style-type: none"> ➤ All receipts must be banked ➤ Daily bank reconciliations to be done 	CFO	Immediately	Daily bank reconciliations being done – audit finding addressed
4	Planning – Quarterly internal audit reports outstanding	<ul style="list-style-type: none"> ➤ Ensure adequately resourced and functioning internal audit unit ➤ Ensure quarterly internal audit reports received and acted upon 	All senior managers	31 January 2015	Assistance asked from COGTA to assist with certain functions such as risk assessment. Internal auditors appointed. First quarter performance review done
6	SCM – Advertisement in public newspapers not placed	<ul style="list-style-type: none"> ➤ Ensure proper implementation of SCM policy ➤ Invites to prospective providers to submit bids must be published in local newspapers 	MM/CFO	Immediately	All tenders are published in local news paper – audit finding addressed
7.	SCM – Bid not advertised for minimum period of 30 days in case of transactions over 10 million rand	<ul style="list-style-type: none"> ➤ Tenders in excess of R10 million should be advertised for at least 30 days in newspaper commonly circulated ➤ SCM to compile compliance checklist for tenders to be used by specification committee to ensure compliance with regulations and policy 	CFO	31 January 2015	Compliance check list in progress
8	SCM – Awards made to people/providers in service of state	<ul style="list-style-type: none"> ➤ Declaration of interest was obtained from all service providers ➤ The service providers failed to declare ➤ The municipality should inform those service providers of the audit finding and ensure remedial steps are implemented to rectify 	MM/CFO	28 February 2015	In progress
9	SCM – incorrect preference point principle disclosed in tender notice	<ul style="list-style-type: none"> ➤ Ensure correct preference point system is disclosed ➤ If all tenders received are above the stipulated value, tender should be cancelled and re-advertised ➤ In this specific tender the outcome would have been the same 	CFO	Immediately	In progress

Man Report Finding Number	Finding	Management Action/Recommendation	Responsible person	Time Frame	Progress 31 January 2015
10.	SCM – CIDB grading did not meet minimum requirements	<ul style="list-style-type: none"> ➤ Correctly apply CIDB practice note ➤ Compile compliance checklist to ensure all SCM legislation and regulations are complied with 	CFO	Immediately	All tenders are being scrutinized to ensure the comply
11.	Performance Audit Committee – Performance report	<ul style="list-style-type: none"> ➤ Performance Audit committee must submit, at least twice during a financial year, an audit report on review of performance management system to council 	MM/Mayor	30 June 2015	No progress
13.	Compliance – The municipality does not have an approved policy for road infrastructure	<ul style="list-style-type: none"> ➤ The following should be put in place: ➤ An approved policy for planning, management and reporting of road infrastructure ➤ An approved road maintenance plan ➤ A road asset management system ➤ A plan to address backlogs relating to infrastructure 	Manager Technical Services	30 June 2015	No progress
14	Unspent conditional grants does not equal money in the bank	<ul style="list-style-type: none"> ➤ Unspent conditional grants should equal money in the bank ➤ Separate bank accounts for each grant ➤ All Dora grants were separately invested and all Dora grants were spent – thus no money needed in bank ➤ Other grants/subsidies received did not have requirement of separate bank account 	CFO/MM	30 June 2015	All Dora grants are separately invested
15.	Compliance – quarterly reports not send or not send within 30 days after end of quarter	<ul style="list-style-type: none"> ➤ Quarterly reports on grants must be send to Donor department within 30 days after end of quarter 	CFO/Manager Technical Services	Immediately	Quarter one reports submitted on time
16.	Compliance – Waste disposal sites	<ul style="list-style-type: none"> ➤ Municipality must ensure that they are compliant with the latest Provincial Environmental Implementation plan ➤ Perform needs analysis on more regular basis as to identify factors that could influence restoration cost and compliance 	Manager Technical Services	30 June 2015	No progress
17.	Compliance – Asset management – Agreement for use of capital assets not sufficient	<ul style="list-style-type: none"> ➤ Application/booking forms for use of town halls and community halls must meet minimum requirements as stipulated in Municipal asset transfer regulations ➤ Contract should include amount owed by client and clause disallowing ceding or subcontracting ➤ Application/booking forms must be signed by both parties 	Corporate Service Manager/CFO	Immediately	No progress

Man Report Finding Number	Finding	Management Action/Recommendation	Responsible person	Time Frame	Progress 31 January 2015
18.	PPE: Incorrect useful life disclosure	<ul style="list-style-type: none"> ➤ The AFS and asset register's useful lives have been disclosed in terms of National Treasury guidelines but the asset management policy was never updated ➤ Asset management policy should be updated to be in line with accounting policy, AFS, and asset register 	CFO	31 March 2015	Policy was updated – audit finding addressed
19.	PPE – duplicate asset codes in the fixed asset register	<ul style="list-style-type: none"> ➤ Problems were experienced with barcodes falling off and being re-used on other assets whilst asset register was not updated ➤ Asset register to be updated with correct barcodes 	CFO	28 February 2015	A process was started during December to identify the duplicated barcodes and to correct the asset register. Should be completed by February 2015
21.	Investment properties – presentation and disclosure	<ul style="list-style-type: none"> ➤ Presentation and disclosure was not in terms of GRAP 16 paragraph 84(d), (e), (f) ➤ Paragraphs (e) and (f) are not applicable as investment properties were not fair valued ➤ Paragraph (e) states that all direct income and cost associated with investment properties should be disclosed ➤ Management to implement processes to ensure that this information is available for use in AFS 	CFO	31 March 2015	Disclosure was corrected in AFS. Separate votes will be opened for income and operating cost directly associated with investment property
22	Investment properties – Register	<ul style="list-style-type: none"> ➤ Investment property register does not contain detail about: <ul style="list-style-type: none"> ○ Physical location ○ Zoning ○ Extent ○ Type ○ Title deed number and owner detail ○ Disposal date, proceeds and profit ○ Methods of finance 	CFO	30 June 2015	No progress
23	Investment properties – Contradicting policy	<ul style="list-style-type: none"> ➤ In terms of asset management policy investment properties will be accounted for at fair value whilst accounting policy stipulates at cost ➤ Asset management policy needs to be updated 	CFO	31 March 2015	Policy was updated – audit finding addressed

Man Report Finding Number	Finding	Management Action/Recommendation	Responsible person	Time Frame	Progress 31 January 2015
25	Investment properties – assets not adequately insured	<ul style="list-style-type: none"> ➤ Insurance does not cover all investment properties ➤ Management to ensure insurance are updated 	CFO	30 June 2015	No progress
26.	Internal control – Property plant and equipment	<ul style="list-style-type: none"> ➤ Library books are not capitalized ➤ Management to ensure procedures are implemented to capitalize library books 	CFO	30 June 2015	No progress
28.	PPE – asset register not according to MFMA	<ul style="list-style-type: none"> ➤ The following should be disclosed in asset register for all assets: <ul style="list-style-type: none"> ○ Purchase cost ○ Method of financing ○ Physical location ○ Depreciation method ○ Disposal date ○ Amount received on disposal ○ Physical condition 	CFO	30 June 2015	In progress
29.	PPE – identification number in FAR differ from supporting documentation	<ul style="list-style-type: none"> ➤ 2 assets were found where description/serial numbers did not match supporting documentation ➤ All asset descriptions must match supporting documentation 	CFO	Immediately	Assets descriptions were fixed – audit finding addressed. Controls in place to ensure this is checked on regular basis
31	Internal Control – lack of expertise in financial department	<ul style="list-style-type: none"> ➤ Limited resources within financial department to satisfactorily account for complex transactions and compilation of reports ➤ Use of consultants necessary ➤ Council should ensure that staff goes on regular training courses to equip them to deal with complex transactions and compilation of reports 	MM	30 June 2015 and ongoing	No progress
32.	Expenditure – Vat incorrectly not claimed	<ul style="list-style-type: none"> ➤ An isolated transaction was found were no VAT was claimed on. ➤ It was a result of the vote not flagged for VAT ➤ Management to ensure all Votes correctly flagged for VAT 	CFO	30 June 2015	The identified votes were correctly flagged. A process has been embarked on to ensure there are no more votes to flag

Man Report Finding Number	Finding	Management Action/Recommendation	Responsible person	Time Frame	Progress 31 January 2015
33.	Compliance – overspending on adjustment budget	<ul style="list-style-type: none"> ➤ Debt impairment, Depreciation, Finance cost, loss on disposal of assets, General expenses were overspent on adjustment budget ➤ An item was taken to council to approve the over expenditure as the majority relates to GRAP compliance and the audit cost which was in excess of 1% ➤ CFO to implement procedures to ensure that over expenditure does not take place and that all related expenditure are budgeted for 	CFO	28 February 2015	Adjustment budget to be approved by 28 February 2015. SCM automated system does not allow for a budget to be overspent unless virement is immediately processed. Monthly reports to Mayor on budget vs. actual.(Sec 71 report) are monitored for any over expenditure
35.	Payables – Creditors not paid within 30 days	<ul style="list-style-type: none"> ➤ Creditors are not paid within 30 days as required by MFMA ➤ Municipality is experiencing severe cash flow constraints and could not ensure that creditors are paid within 30 days ➤ All government spheres were informed 	MM/CFO	Immediately	This audit finding cannot be attended to yet as the municipality is still experiencing cash flow problems
36.	Payables – limited segregation of duties over master file amendments	<ul style="list-style-type: none"> ➤ Expenditure controller is part of daily creditor function as well as changing banking details of creditors ➤ No independent approval process is in place for changing of banking details 	CFO	Immediately	The banking and investment policy was updated to include additional controls.
37.	Leave pay accrual incorrectly calculated	<ul style="list-style-type: none"> ➤ 3 employees were identified where the leave pay accrual was incorrectly calculated ➤ CFO to ensure leave accrual accurately calculated ➤ HR to ensure correct leave days given to use in calculation 	CFO/HR	30 June 2015	No progress made
38.	Predetermined objectives – Rietbron water statistics not included in water loss calculation	<ul style="list-style-type: none"> ➤ Rietbron water losses to be included in calculation ➤ Technical manager to ensure information is available for the calculation 	CFO/Manager Technical Services	28 February 2015	Technical department is in busy with compiling the information
39.	Predetermined objectives – Non submission of amended SDBIP to National and Provincial Treasury	<ul style="list-style-type: none"> ➤ Amended SDBIP must be submitted to National and Provincial Treasury in terms of Gazette 32141 dated 17 April 2009 ➤ It must be submitted within 10 days after council approved the amended plan 	MM/Manager Community services	15 March 2015	Will be done as soon as adjustment budget approved

Man Report Finding Number	Finding	Management Action/Recommendation	Responsible person	Time Frame	Progress 31 January 2015
45.	Provisions – No permit issued for landfill sites	<ul style="list-style-type: none"> ➤ Landfill sites does not have permit as determined in terms of Environmental conservation act – section 20 ➤ Management to implement procedures to ensure that landfill sites comply to regulations and to ensure that permits are obtained 	Manager Technical Services	30 June 2016	This is a process which will run over more than one financial year. The municipality has already obtained funding to do feasibility studies. The projects will continue during 2015/16 financial year
49.	Revenue – Part B of property Register not on website	<ul style="list-style-type: none"> ➤ Part B of the property register was not on website ➤ CFO to ensure that Part B is compiled and available on website 	CFO	28 February 2015	No progress yet
50.	Revenue – Promise to pay arrangements not authorized by accounting officer	<ul style="list-style-type: none"> ➤ An isolated agreement was found which was not signed by the Accounting Officer ➤ CFO to ensure all agreements are signed by Accounting Officer 	CFO/MM	Immediately	This is being monitored on monthly basis
51.	Revenue - Electricity losses is greater than norm set MFMA	<ul style="list-style-type: none"> ➤ In terms of circular71 – uniform financial ratio's the electricity losses should be between 7 and 10% ➤ Management to ensure SDBIP updated with latest norms ➤ CFO/Technical manager to implement procedures to reduce electricity losses 	CFO/Technica l Manager/Ma nager Community services	28 February 2015	SDBIP will be adjusted during adjustment budget period. Electricity losses currently at 9.25%

OVERSIGHT COMMITTEE

MINUTES OF A MEETING OF THE OVERSIGHT COMMITTEE HELD IN THE TOWN HALL WILLOWMORE ON 25 MARCH 2015

1. Members of the committee:

The Oversight Committee consists of the following Councillors:

D. Bezuidenhout	Chairperson
H. Booysen	Councillor
G. Hobson	Councillor
T. Spogter	Councillor
M. Fivaz	Councillor

2. Attendance.

The following persons attended the meeting:

E. Loock	Mayor
J. Vumazonke	Municipal Manager
M. Lötter	Corporate Service Manager
Heleen Nagel	Chief Financial Officer

3. Apologies

V. Lapperts	Councillor
Lizette de Beer	Community Service Manager
Andre Zaayman	Audit Committee Chairperson
Mr. Mongezi	DPLGTA

4. Opening Prayers

Councillor H.Booyesen opened the meeting with a prayer.

5. Election of Chairperson.

Appointed by Council

6. Welcome by Chairperson.

The chairperson welcomed everybody present and thanked them for their attendance. He also expresses his concern about the absence of

other spheres of Government and the absence of the Community of Baviaans.

7. Process of Assessment of the Annual Report

The committee used the following process for assessment of the 2013/2014 Annual Report:

7.1 Timeframes

The checklist contained in "**Annexure B**" was used to make determinations regarding the annual reporting process followed by the Baviaans municipality.

7.2 Content of the Annual Report.

The checklist contained in "**Annexure C**" was used to organize the Oversight Report, to manage requests for additional information and to note the committee's determinations regarding acceptance, rejection or refinement of the Annual Report.

The following needs more attention regarding the Agenda of the Oversight Committee Meeting:

- Printing of document – more readable
- Numbering of pages of the Agenda
- That reference to the Annual Report be done by reference to relevant page numbers.

7.3 Submission by the Audit Committee

(See Annual Report page 304)

7.4 Issues Raised by public – Facebook responses

That only relevant comments to Annual Report should be tabled on Oversight Committee Meeting.

8. The Oversight Report.

After completion of the above process the committee went into recess and will reconvene on 31 March 2015 to confirm the recorded discussions and determinations, agree the summarized determinations to appear in the Oversight Report and thereafter adopt the Oversight report to be submitted to Council for final approval.

Once Council has adopted the Oversight Report as per proposed resolution contained in paragraph 9 of the draft document, the Oversight Report must be made public and circulated by the Municipal Manager in terms of section 129 of the Municipal Finance Management Act.

INDEX		Page No
1.	Statement of purpose of the Oversight Report.	2
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1. Statement of Purpose of the Oversight Report

It is important to have some understanding of the accountability framework for municipalities in order to correctly understand the role of the Oversight Report as distinct from that of the Annual Report and any other reports required from the municipality.

The following table displays the nature of the accountability framework for Local Government:

ACCOUNTABILITY FRAMEWORK FOR LOCAL GOVERNMENT

	Responsible for	Oversight over	Accountable to
Council	Approving policy and budget	Mayor	Community
Mayor	Policy, budgets, outcomes, management of/oversight over municipal manager	Municipal Manager	Council
Municipal Manager	Outputs and implementation	The Administration	Mayor
Chief Financial Officer and Senior Managers	Outputs and implementation	Financial Management and Operational Functions	Municipal Manager

The Oversight Report is the final major step in the annual reporting process of a municipality.

Section 129 of the Municipal Finance Management Act requires the council to consider the Annual Report of its municipality and to adopt an "Oversight Report" containing the council's comments on the Annual Report.

The Oversight Report must include a statement whether the council:

- Has approved the annual report, with or without reservations;
- Has rejected the annual report; or
- Has referred the annual report back for revision of those components that can be revised.

The Oversight Report is a separate product from the Annual Report.

The Annual Report is submitted to the Council by the Accounting Officer and the Mayor and is part of the process for discharging accountability

by the executive and administration for their performance in achieving objectives and goals set by the municipality in the relevant financial year. The Oversight Report follows consideration and consultation on the Annual Report and is considered to be a report of the municipal council to the community disclosing the level of success or otherwise, obtained with meeting the priority needs and stated desires of the community as contained in the IDP.

2. The Oversight Committee.

The Oversight Committee consists of the following Councillors:

D Bezuidenhout	Chairperson
H Booysen	Councillor
V. Lapperts	Councillor
M. Fivaz	Councillor
G. Hobson	Councillor
T. Spogter	Councillor

Councillor D. Bezuidenhout served as Chairperson of the Committee.

3. Circulation of the Annual Report

The Annual Report was circulated by making copies available and advertising its availability for inspection as follows:

Baviaans Municipal Offices:
42 Wehmeyerstreet
WILLOWMORE
6445

Baviaans Municipal Offices
Church Street
STEYTLERVILLE

Baviaans Municipal Offices
Rietbron

Baviaans Libraries:

4th Avenue
WILLOWMORE
6445

Middleton Street
STEYTLERVILLE
 6250

Graaff-Reinet Advertiser

Households: Willowmore, Steytlerville and Rietbron

4. Summary of Findings relating to the Annual Reporting Process – 2013/2014

The following table summarises the respective findings of the Oversight Committee relating to the process followed in compiling the Annual Report and the resultant Oversight Report in comparison to the process required by statute.

Reservation Expressed by the Oversight Committee	Actions required	Due date	Finding
The Annual Report was submitted to council on due date. The Council meeting was held on the 29 January 2015.	Done	31 January 2015	None

5 Summary of Notices given to and submissions received from the Community and other stakeholders

5 (a) The following table reflects Notices given to the Community and other stakeholders.

Task	Evidence	Finding
Notices to Community	See attached notices to Community	MM requested to ensure more participation by public
Notice to Internal Auditors	See attached e-mail	
Notice to Audit Committee	See attached Communication	Council express their concern about the absence of the Audit Committee
Notice to Auditor General	See attached Communication	Council express their concern about the absence of the Auditor General
Notice to COGTA	See attached Communication	Council express their concern about the absence of COGTA

Attachment of Notices to be attached to the Oversight Report

5 (b) The following table reflects the key written representations received from the respective stakeholders/individuals relating to the contents of the Annual Report:

Representation Submitted by:	Key Issues Raised	Determination by Oversight Committee
Individual Councillors	None	
Private individuals	No Capital Project for Rietbron 2013/2014 (Page 46)	Noted
Civic organisations	None	
Other organised community structures (business, churches, sporting bodies, agriculture, labour, etc.)	None	
Internal Auditors	None	
Audit Committee	<u>Members of the Audit Committee</u> Report of the Chairperson of the Audit Committee is on page 304 of the Annual Report	Noted
Other spheres of government	None	
Auditor General	Report and Finding on page 290 of Annual Report	Noted

6. BUSINESS PLAN TO ADRESS THE OVERSIGHT REPORT

	<u>RESERVATION OR FINDING ON ANNUAL REPORT EXPRESSED BY OVERSIGHT COMMITTEE</u>	<u>ACTION REQUIRED</u>	<u>DUE DATE</u>	<u>RESPONSIBLE PERSON</u>	<u>REF</u>
1.	Compliance of the Annual Report 2014/2015 with Regulations	Keep up the high standard of the Annual Report 2013/2014	31 Jan 2016	MM/CSM/CFO	
2.	Unqualified Audit Outcome	1) Execute the Business Plan to address the AG Report 2) Report to Council on progress in (1)	30 June 2015 Monthly	MM/CFO MM/CFO	Page 296
3.	Standard of Service	That the Council set standards on services to be measured in the SJBIB	31 May 2015	MM/TCM	
4.	Ensure correctness of figures indicated in the Annual Report	When Oversight Agenda be compiled figures in the Agenda to be correspond with figures in AR	30 March 2016	MM /Corporate Service Manager	Page 163
5.	That the Annual report is not understandable for the General public of Bavarians	To circulate a Special Newsletter explaining the contents of the AR when the AR is published for comment	7 February 2016	Community Service Manager	

6.	Back payment of MIG Funds of R 5 million	1) Ensure the back payment be done with the lowest impact on cash flow 2) Ensure that all MIG Funds be spend	Before 30 June 2016 30 June 2015	MM/CFO MM	Page 98
7.	Execution of Oversight function of the Mayor	Weekly Meetings between Mayor and MM. Quarterly reports to Council	Quarterly	Mayor's Office	
8.	Money owed to Salga	Management to negotiate with Salga regarding outstanding amount	30 June 2015	MM/CFO	Page 98
9.	Lack of Cash	Lobby funds to manage previously DMA area	Ongoing	MM/CFO	
10.	Money owed to AG	Negotiate repayment with AG and inform NT	30 June 2015	MM/CFO	Page 98
11.	Lack of output – Lower level staff	Implement Automated Performance Management System for Lower Level staff	30 June 2015	Community Service Manager	Page 247
12.	Lack of discipline	Ensure effective working of LLF and labour related regulations (Bargaining Council decisions)	30 June 2015	MM/Corporate Service Manager	Page 256

13.	Lack of effective Communication	a) Review Communication Plan b) Execute Communication Plan	31 May 2015 Ongoing	Community Service Manager	Page 236
14.	Helpdesk not always functional	Ensure Helpdesk to be functional in all towns	30 June 2015	Community Service Manager	Page 237

7. Summary of Components that require to be Revised

All issues of concern will be addressed as part of the corrective actions required under paragraph 6 above.

8. Minutes of the Meetings of the Oversight Committee

- a. The Minutes of the Oversight Committee Meeting held on 25 March 2015 are attached to this report and will be send before 7th of April 2015 to DPLGTA, Provincial Treasury and National Treasury. (Page 10)
- b. Annexure B and C - (Page 13-15)
- c. Notices to public and stakeholders - (Page 30)
- d. Comments from public - (Page 46)

9. Resolution adopted by Council in Accordance with Section 129(1) of the MFMA

- a. That cognizance be taken of the Oversight Report on the 2013/2014 Annual Report of the Baviaans Municipality;
- b. That the Council, having fully considered the Annual Report referred to in (a) above, adopts the Oversight Report.
- c. That the 2013/2014 Annual Report of the Baviaans Municipality be adopted without reservation; taking into consideration the Business Plan to address the Oversight Report.
- d. Council request the Mayor to report to Council on progress with execution of the corrective actions contained in the Oversight Report.
- e. That the Oversight Report be made public in accordance with section 129(3) of the Municipal Finance Management Act (Act 56 of 2003);
- f. That the Oversight Report be submitted to the Provincial Legislature in accordance with section 132(2) of the Municipal Finance Management Act (Act 56 of 2003).



D. BEZUIDENHOUT
CHAIRPERSON

31 March 2015
DATE

“ANNEXURE B”

Checklist to make determinations regarding the annual Reporting process followed by the Baviaans municipality

Required Actions	Prescribed Dates	Actual Dates	Who Responsible	Response offered by person responsible
Submit AFS to A-G	29 August 2014	August 2014	Municipal Manager (MM)	
Issue audit report	10 December 2014	December 2014	Auditor-General	
Provide copy to Audit Committee	29 Jan 2015	Jan 2015	MM	Audit Committee responses see page 290 of Annual Report
Adopt action plan to address issues contained in audit report	29 January 2015	30 Jan 2015	MM/Mayor	See Action Plan in Annual Report page 296
Table Annual Report (AR) in Council	29 January 2015	29 January 2015	Mayor	Table Annual Report 29 January 2015
Make public AR and invite community representations	30 January 2015	January 2015	MM	

Council meeting(s) to discuss AR	29 January 2015	30 January 2015	MM	1) Table Annual Report 2) AG Office Present, Audit Committee, COGTA, National Treasury 3) Public discussion on Annual Report
Submit copies of Council minutes to A-G & provincial departments	4 February 2015	February 2015	MM	Evidence of Delivery See attached documentation
Oversight committee draft Oversight Report	March 2015	25 March 2015	MM	Done
Adopt Oversight Report (OR)	31 March 2015	31 March 2015	Council	Done
Submit OR to provincial legislature	2 April 2015	Before 7 April 2015	MM	Done
Make public OR	2 April 2015	Before 7 April 2015	MM	Done

"Annexure C"

**Checklist to make determinations regarding the 2013/2014 Annual Report –
Baviaans Municipality.**

Abbreviation: Municipal Manager – MM
Corporate Service Manager – CSM
Technical Service Manager – TCM
Community Service – CS
Chief Financial Officer - CFO

INFORMATION REQUIRED TO BE INCLUDED IN THE ANNUAL REPORT	ISSUES FOR CONSIDERATION/ POSSIBLE QUESTIONS	ANSWER	WHO IS ANSWER- ABLE	RESPONSE OFFERED BY PERSON ACCOUNTABLE	DETERMINATION BY OVERSIGHT COMMITTEE
1. Is the Annual Report in a presentable format	<ul style="list-style-type: none"> • Properly titled; • Referenced to the year under review; • Contains misrepresentations; 	Yes Yes No	MM MM MM	Acceptable format and it does give clear indication of service delivery and state of financial administration in the Baviaans Municipality.	
2. Is the Annual Report properly "organized"	<ul style="list-style-type: none"> • Index; • Page numbering; • Chapters follow proper sequence; • Annexures relevant to year 	Yes Yes Yes Yes	MM MM MM MM	Pages 161 to 329	

	under review				
3. Are the minimum requirements for content as prescribed by s.121.3 of the MFMA and s.46 of the MSA met?	<p>In terms of the MFMA the following documents must be included in the Annual Report:</p> <ul style="list-style-type: none"> • Annual Financial Statements for the year under review; • The Auditor-General's report for the year under review; • The annual performance report of the municipality required in terms of s. 46 of the MSA; • The Auditor-General's report in terms of s.45(b) of the MSA on the performance of the municipality; • Assessment of the MM on the collectability of the debtors outstanding at the end of the financial year under review; • Assessment by the MM of performance against the measurable performance objectives relating to revenue collection for each revenue source and each vote in the approved budget; • Particulars of any corrective actions taken or to be taken relating to issues contained in 	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>CFO</p> <p>CFO</p> <p>CS</p> <p>CS</p> <p>MM</p> <p>MM</p> <p>MM</p>	<p>Pages 64 – 127</p> <p>Pages 290 – 295</p> <p>Pages 22, 62,131,146 &161</p> <p>Pages 290 – 295</p> <p>Page 131</p> <p>Page 132</p> <p>Page 296</p>	

	both audit reports of the Auditor-General;				
	<ul style="list-style-type: none"> Any information to clarify issues in connection with the financial statements; Any information as may be prescribed by other legislation (DOR Act) 	Yes	CFO	Page 296	
		Yes	MM	An amount of 5.1 million has to be repaid to National Fiscas due to rollover not approved for 2012/2013	
4. Annual Financial Statements (AFS)	Does the AFS contain a fair representation of the financial performance of the municipality?	Yes	CFO	Baviaans Municipality received a unqualified report with emphasis of matters.	
	Do the notes to the AFS contain adequate explanations/ information/ disclosures? (refer item 11 further down)	Yes	CFO		

5. The Auditor-General's Report	<ul style="list-style-type: none"> •Is the finding of the Auditor-General (A-G) relating to performance and financial governance justified under the circumstances; 	Yes	MM		
	<ul style="list-style-type: none"> •Did management respond to management letters issued by the A-G; 	Yes	MM	Managers timeously respond to Auditor General.	
	<ul style="list-style-type: none"> •Did management sign management representation letters to signify that good financial governance practices were adhered to during the year under review; 	Yes	MM	Previous year there were 36 issues and management resolved 18 issues	
	<ul style="list-style-type: none"> •How many issues contained in the A-G's report relates to previous years; 	18	MM	Only one not solved - Refer to illegal landfill sites	
	<ul style="list-style-type: none"> •To what extent does the A-G's report contain serious inferences of financial mismanagement; 	None	MM		
	<ul style="list-style-type: none"> •Did management and the Council respond to recommendations by the Audit Committee? 	Yes	MM/ MAYOR	Minutes of Audit Committee Meetings	

6. The Annual Performance Report of the Municipality	<p>Section 46, MSA requires municipalities to submit a performance report reflecting the <u>performance of the municipality and each service provider</u>, a comparison of the performance with targets set for the previous year and measures taken to improve performance. The report must form part of the annual report. Questions considered are –</p> <ul style="list-style-type: none"> ▪ Was the performance report included in the Annual Report? 	Yes	MM	<p>Pages 23,62,161</p> <p>Performance Report included in the Annual Report as Annexure 1 The annual report is in a new format which contains all relevant questions asked in this section from page 161</p>	
	<ul style="list-style-type: none"> ▪ Have all the performance targets set in the budgets, SDBIP, service agreements, etc, been included in the report? 	Yes	CS	See page163 of Annual Report	

	<ul style="list-style-type: none"> Does the performance evaluation in the Annual Performance Report compare actual performance with targets expressed in the budgets and SDBIP approved for the financial year? 			Pages 163,222
	<ul style="list-style-type: none"> In terms of key functions or services, how has each performed? Eg. Have backlogs for water, sanitation and electricity been reduced? 	Yes	CS	See page 8 &42 of Annual Report
	<ul style="list-style-type: none"> What are the refuse collection volumes, library usage statistics, etc? 	Yes	CS	See page 34 of Annual Report
	<ul style="list-style-type: none"> To what extent has performance achieved targets set by council? 	Yes	MM	See page 222
	<ul style="list-style-type: none"> Is the council satisfied with the performance levels achieved? 	Yes	CS	Services of the core functions has been done according to required levels.
	<ul style="list-style-type: none"> Is the community satisfied with performance? Has a customer satisfaction survey been undertaken and, if so, how do the results align with the annual report contents? 	Yes	MM	Customer care survey was done by DPLGTA. Questionnaire was completed in conjunction by DPLG (Page 198)

	•What were the outcomes of public consultation and public hearings?	Yes	CS	All issues raised during community based planning meetings tabled quarterly to Council.
	•What actions have been taken and planned to improve performance?	Yes	CS	Report on service delivery are reported to Council to give guidance on shortcomings. Page 219
	•Is the council satisfied with actions to improve performance?	Yes	MM	Performance Report was tabled 30 Jan 2015
	•Did the targets set in the budgets, SDBIP agree with the targets set in the performance contracts of the municipal manager and each senior manager?	Yes	CS	See Municipal Manager and Section 56 Managers performance contracts (Page 216)
	•Does the report evaluate the efficiency of mechanisms applied to deliver the performance outcomes?	Yes	CS	To be reviewed yearly and shortcomings to be addressed. A evaluation of the Section 56 Managers Performance was submitted to Council
	•Taking into account the audit report and opinion and the	Yes	MM	One finding raised by Auditor General for 2013/2014 on Performance Management

	views of the Audit Committee, is performance considered to be efficient and effective?				
	<p>•Were actions planned for the previous year been carried over to the financial year and to what extent?</p>	Yes	CS/TCM	<p>There are certain planned items carried over due to financial or procurement reasons. Certain projects carried over due to problems in Provincial Department.</p> <p>Explanations were given.</p> <ul style="list-style-type: none"> ➤ LED projects : Technical reasons ➤ High mast lighting: Lack of funds ➤ Down Housing: Departmental reasons. 	
	<p>•Have any actions planned in the reported year been carried over to the current or future years? If</p>	Yes	CFO	<p>Erasmuskloof, Wanhoop, Upgrading of Streets and Stormwater Willowmore and Steytleville and Down Housing</p>	

	<p>so are any explanations being provided by the municipal manager and are these satisfactory?</p> <p>• Was Council provided with regular performance reports relating to service providers?</p>	Yes	CS	Quarterly reports were tabled in Council	
7. The Auditor-General's report on the performance of the municipality	<p>Section 45 of the MSA requires that the Auditor-General must audit the results of performance measurements, as part of the internal auditing processes annually.</p> <p>• Was the A-G provided with the information required to perform the required audit?</p> <p>• Were recommendations by the A-G included in action plans to improve performance in the following year?</p>	<p>Yes</p> <p>Yes</p>	<p>CS</p> <p>CS</p>	<p>Yes – Refer to Steering Committee Minutes.</p> <p>It is included in the working document of Top Management which meet monthly and report quarterly to Council.</p>	
8. Assessment by the MM on the collectability of the debtors outstanding at the end of the	<p>Is such an assessment included in the report?</p> <p>• How regularly was the assessment performed during the year?</p> <p>• Were any corrective steps</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p>	<p>M/M</p> <p>CFO</p> <p>CFO</p>	<p>See page 132</p> <p>Monthly. Included in the Finance Report. (Sec 71 to Council)</p> <p>CCRC Workgroup monthly and policy</p>	

financial year	<p>taken where collection performance did not meet targets?</p> <ul style="list-style-type: none"> • Did the mayor execute his/her oversight responsibility relating to collection of revenue? • How acceptable is the current situation relating to debtors outstanding? 	Yes	CFO CFO	<p>revised were necessary.(Page 266)</p> <p>Refer to Minutes of MPAC</p> <p>Payment rate 82,07%</p>	
<p>9. Assessment by the MM of performance against the measurable performance objectives for collection for each revenue source and each vote in the approved budget</p>	<ul style="list-style-type: none"> • Were measurable performance objectives for revenue collection set at the beginning of the year? • What actions were taken to address any areas of under-performance? 	Yes Yes	CFO CFO	<p>The target is 100% : Page 266</p> <ul style="list-style-type: none"> a. Provincial Departments not paying their accounts on time reasons why payment rate is lower than target set. b. Municipality has problems in controlling Debtors in Eskom area. <p>➤ Handover of accounts Negotiations with Government Departments Credit Control Policy Implemented Regular blocking of electricity Debt Collector appointed</p>	

	<ul style="list-style-type: none"> • Were revenue collection policies (disconnection, indigence, deposits, arrangements) in operation during the year under review? 	Yes	CFO	Revised policies can be provided on request. Revised policies adopted on 31 May 2014	
	<ul style="list-style-type: none"> • Were regular reviews of the budgeted revenue per serve compared to actual revenue done and reported to the Mayor/ Council? 	Yes	CFO	Monthly report to the Mayor and tabled at Council Meeting (page 131, 132)	
10. Particulars of any corrective actions taken or to be taken relating to issues contained in both audit reports of the Auditor-General for the year under review	<ul style="list-style-type: none"> • Has Council adopted an action plan to address the issues contained in the report of the A-G? 	Yes	M/M	See Annual Report Page 277-288	
	<ul style="list-style-type: none"> • Will the action plan adequately address the issues contained in the A-G's report? 	Yes	M/M	MM and CFO to drive Action Plan	
	<ul style="list-style-type: none"> • What progress has been made with execution of the action plan? 	Yes		See monthly updating of Action Plan Report to Council.	
	<ul style="list-style-type: none"> • Are due dates being met? 	Yes			
	<ul style="list-style-type: none"> • Will any items contained in the A-G's report be carried into the next financial year? 	Yes	CFO	<ul style="list-style-type: none"> a. 30 Days Creditor payment b. Cashflow problems c. Illegal Landfill sites 	

	<ul style="list-style-type: none"> • What controls are in place to ensure no items are carried forward into the next financial year? 	Yes	CFO/MM	Management to meet regularly on execution of AG Action Plan.	
11. Any information to clarify issues in connection with the financial statements	<ul style="list-style-type: none"> • The notes to the AFS are required to contain the following further disclosures; were they disclosed in the AFS for 2012/2013? 				
	<ul style="list-style-type: none"> • Details of allocations received from other organs of state (national and provincial); 	Yes	CFO	Notes to Financial Statements : Note 02-118	
	<ul style="list-style-type: none"> • Details of any allocations made to any other organs of state or institution/municipal entity; • Allocations received in terms of the DOR Act and provincial budgets; 	Yes	CFO/TSM	No Rollover of any grants at year end	
	<ul style="list-style-type: none"> • Details on how certain of the above allocations were spent per vote; 	Yes	CFO		

	<ul style="list-style-type: none"> • A statement whether any funds destined for the municipality in terms of the DOR Act were delayed or withheld and the reasons advanced for the delay or withholding; 	Yes	CFO	Note 92 - 118	
	<ul style="list-style-type: none"> • The salaries, allowances and benefits of political office bearers and councilors; 	Yes	CFO	Note 23	
	<ul style="list-style-type: none"> • A statement by the accounting officer whether or not the remuneration is within the prescribed upper limits; 	Yes	CFO		
	<ul style="list-style-type: none"> • Particulars of any arrears older than 90 days owed by individual councilors to the municipality; 	Yes	CFO	2013/2014 – Nil owed by Councilors (current account) Note 46	
	<ul style="list-style-type: none"> • Details of the salaries, allowances and benefits of the MM, CFO and every senior manager and such other positions as may be prescribed per individual; 	Yes	CFO	Note 22	
	<ul style="list-style-type: none"> • A list of municipal entities under the control of the municipality; 	N/A		N/A	

	<ul style="list-style-type: none"> the total amount of contributions to organized local government; 	NO		No payment to Salga	
	<ul style="list-style-type: none"> the amount of any outstanding contributions to organized local government; 	NO	CFO	R 15 211 00.00	
	<ul style="list-style-type: none"> the total amounts paid in audit fees/ taxes /levies/ duties/ pension fund contributions/ medical aid contributions; 	Yes	CFO	Note 34 and Note 30	
	<ul style="list-style-type: none"> details of any amounts outstanding relating to the aforementioned. 	Yes	CFO	Note 30	
	<ul style="list-style-type: none"> In respect of each bank account the name of the bank, type of account, year opening and year end balances; 	Yes	CFO	Page 92 -118 (Note 6)	
	<ul style="list-style-type: none"> A summary of all investments as at end of the financial year; 	NO	CFO	Note 6	
	<ul style="list-style-type: none"> Particulars of any material losses, 	Yes	CFO	Note 44	
	<ul style="list-style-type: none"> Particulars of any material irregular, wasteful or fruitless 	Yes	CFO	Note 39,40	

3	expenditure; • Particulars of any material unauthorized expenditure;	Yes	CFO	Note 38	
	• A statement whether the aforementioned expenditures are recoverable;	NO	CFO	The MM report to Council that Unauthorized expenditure was not recoverable	
	• Any criminal or disciplinary steps taken as a result of any of the aforementioned expenditures;	NO	CFO	Report by MM was submitted to Council and condoned by Council	
	• Any material losses recovered	NO	CFO	Note 38,39,40	
	• Any material losses written off;	Yes	CFO		
	• Particulars of non-compliance with the MFMA.	NO	CFO	Management Report pg.18,16,39 attached	
	• Details of loans and advances to staff or councilors;	NO	CFO	Not allowed by Act	

